

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 26 May 2015, at 7.30 pm

Present

Cllrs Mike George (Chairman)
James Baker
Surrinder Banwait
Kevin Etheridge
Jerry Hudson
David Jackson
Linda Mabbett
Simon Marshall
Richard Olliver
Fiona Stimpson

In Attendance

Cllr Samantha Marshall
Alan Jones (Town Clerk)
Joan Walsh (Administrative Officer)

P 4915 Election of Committee Chairman (Cllr Olliver in the Chair)

Cllr Marshall proposed and Cllr Jackson seconded that Cllr George be nominated as Committee Chairman. There were no further nominations for the post.

RESOLVED: that Cllr George be elected Chairman of the Planning & Development Committee for the Municipal Year 2015/2016.

P 4916 Appointment of Committee Vice-Chairman

Cllr Marshall proposed and Cllr Etheridge seconded that Cllr Jackson be nominated as Committee Vice-Chairman. There were no further nominations for the post.

RESOLVED: that Cllr Jackson be elected Vice-Chairman of the Planning & Development Committee for the Municipal Year 2015/2016.

P 4917 Apologies and Reasons for Absence

RESOLVED: that the apology of Cllr Powell be accepted for reasons as specified in the Attendance Register.

P 4918 Declarations of Interest and Dispensations

RESOLVED: that the Declarations of Interest and requests for Dispensations for Disclosable Pecuniary Interests, as appended to these minutes, be noted.

P 4919 Public Forum

There were two members of the public present during the Public Forum. No matters were raised.

RESOLVED: noted.

**P 4920 Approval of Minutes
Planning & Development Committee – 5 May 2015**

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: noted.

**Matters Arising
Planning & Development Committee – 5 May 2015**

P 4921 Viewing online Planning Applications registered with RBBC

The Clerk said he had given constructive feedback to the Senior Policy Development Officer at RBBC on minor difficulties experienced when accessing online plans for pre-determined applications. These would now be examined by the technical team at RBBC and rectified where possible.

RESOLVED: noted.

P 4922 Reigate, Redhill & District Rail Users' Association (RR&DRUA)

The Clerk advised that he would liaise with the RR&DRUA Committee Secretary, to set up a separate briefing by the group at the Town Council offices, for members.

RESOLVED: that the Clerk liaises with the RR&DRUA Committee Secretary to arrange a separate briefing for members on rail matters

P 4923 Appointments to Sub-Committees and Outside Bodies

RESOLVED: that the appointments to the Sub-Committees and Outside Bodies be approved (details of which will be appended to the minutes of the Full Council Meeting to be held on 13 June 2015).

Outside Bodies and Sub-Committees

P 4924 Gatwick Diamond Business (GDB) – Nominations to Executive Council & Members' Meetings

The Chairman updated members on nominations to serve on the GDB Executive Council, and advised these would be announced at the

- P 4924)** forthcoming AGM. *(The GDB voting slip was subsequently returned from the Town Council in support of James Khan of Ace Cars Crawley and Paul Roe of Kreston Reeves LLP.)*

Cllr Stimpson confirmed that she would be representing the Town Council at future *GDB Members' Meetings* but would not be able to attend the AGM, on 26 June. The Clerk said he would arrange a substitute in advance of this meeting.

RESOLVED: noted.

P 4925 Horley Town Management Group (HTMG)

The Clerk updated members on the last HTMG meeting, which had included a progress report by Kenrick Garraway on Phase 3 of the Horley Town Improvement Study. He said a Steering Group had since been formed to review key issues identified in the study as well as possible funding solutions and public realm improvements, such as, more signage in the town centre. The next meeting would be held on 20 July, at Waitrose.

RESOLVED: noted.

P 4926 Deferred Planning Applications

No Planning Applications from previous meetings had been deferred.

RESOLVED: noted.

P 4927 Determined Planning Applications

Members reviewed the list of Planning Applications determined for the period 29 April to 29 May 2015.

RESOLVED: noted.

P 4928 Planning Applications received from Reigate & Banstead Borough Council for the week ending 5 May 2015.

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 4929 Planning Applications received from Reigate & Banstead Borough Council for the week ending 12 May 2015.

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 4930 **Planning Applications received from Reigate & Banstead Borough Council for the week ending 19 May 2015.**

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.

Planning Appeals

P 4931 **Planning Appeals Received**

The list of Planning Appeals received by Reigate & Banstead Borough Council was reviewed.

RESOLVED: noted.

P 4932 **Planning Appeals Determined**

The list of Planning Appeals determined was reviewed.

RESOLVED: noted.

Ongoing Planning Matters

P 4933 **Planning Application: 14/01316/F – 4 Perrylands Lane, Horley**

The Clerk reported notice of an appeal to the above Planning Application for a block of 2 stables, tack room and provision of sandschool, which was open for comment until 10 June. It was noted that the Town Council had already submitted a response of '*No objections*' to the proposal.

RESOLVED: noted.

P 4934 **North East Sector**

The Clerk reported that the existing allotments at Langshott had almost been fully allocated, and an extra area of land had been marked out to produce more plots by popular demand.

The Chairman said it was hoped that on the ongoing parking problems at 'The Acres' development, arising from the unadopted roads, would be taken on board by Surrey County Council along with plans for an adequate bus service to link the development with Horley town centre and surrounding areas.

RESOLVED: noted.

P 4935 **North West Sector**

Borough Cllr Jackson advised he would update members on developments at the North West Sector, following the next RBBC

P 4935) Planning Committee Meeting to be held on 3 June.

RESOLVED: noted.

P 4936 Town Centre Regeneration

The Clerk said it was anticipated that the next meeting of the Horley Regeneration Forum would be held in June, and he was awaiting confirmation of this from the Regeneration Meeting, Peter Boarder.

RESOLVED: noted.

Railway Matters

P 4937 Horley Subway & Footbridge

The Chairman updated the Committee on previous problems experienced at the subway and footbridge which the Town Council had reported to the regulator, Network Rail, many times before. He explained that the flooding problems inside the subway had improved since the pumps were replaced but there were still some safety concerns for users, including poor lighting which often obscured cyclists, particularly around the bend in the underpass. A different access point would be over the footbridge, however, this also remained in a very poor state of repair and was not easily accessible for people with mobility aids or pushchairs.

The Clerk suggested that all of the issues be raised again at the next Horley Regeneration Forum with a view to reinstating joint involvement by the Borough Council, local police and community payback teams on necessary improvements to be sanctioned by Network Rail.

RESOLVED: that the Clerk liaises with the Regeneration Manager on the next regeneration meeting, to discuss further improvements at Horley Subway and Footbridge with joint group involvement.

Highways Matters

P 4938 SCC Consultation: Local Transport Review – Proposed Changes to Local Bus Services (Closing Date: 8 June 2015)

Following a review of the above SCC Consultation on Local Transport, the Chairman remarked that concessionary fares for the disabled and their travels companions to continue unchanged, was positive, and there appeared to be little other impact for Horley apart from the frequency of local bus services. It was therefore agreed that the draft response from the Town Council, be approved and submitted prior to the closing date.

RESOLVED: that the Town Council's response on the SCC Local Transport Review – Proposed Changes to Local Bus Services, as appended to the signed copy of the minutes and available to view on

P 4938) *the HTC website, be approved.*

P 4939 SCC Highways Bulletin

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

P 4940 Local Flooding Issues

The Chairman informed new members about local flooding issues experienced in the past, and referred to the excellent support provided by RBBC's Senior Drainage Engineer, Keith Faricy, especially in the aftermath of major incidents in Horley. It was felt, however, that a rolling programme, led by the County Council, was essential to review areas considered most at risk as this had been lacking in the past, and to have continued input from local forums and residents as well.

RESOLVED: *noted.*

Airport Matters

P 4941 **GATCOM: Airports Commission Consultation: Local Air Quality Assessment (Closing Date: 29 May 2015)**

The Chairman updated members on the proposed response to the above Airports Commission Consultation on Local Air Quality (to be sent independently from the Town Council). He also extended a note of thanks to RBBC's Environmental Officer, Leon Hibbs, for his assistance in preparing the submission, and members agreed for this to be sent prior to the closing date.

RESOLVED: *that the Town Council's response to the Airports Commission Consultation on Local Air Quality, as appended to the signed copy of the minutes and available to view on the HTC website, be approved.*

P 4942 **Recent Airport Communications**

From	Subject	Received	Action
GAL	Update on Parish Engagement Session (held on 29.4.15)	12.5.15	Noted.
GATCOM	Weekly Newsletters & Updates	Various	Noted.
GAL	Gatwick Arrivals & Departure Gate Analysis	18.5.15	Noted.

RESOLVED: *noted.*

P 4943 SCC Consultation: Planning Reports Survey (Closing Date: 27 May 2015)

The Chairman advised that on a review of a sample committee report provided by SCC on the Planning Reports Survey, no issues of concern came to light. It was therefore decided that **no comments** would be made by the Town Council on this occasion (*and the SCC Project Consultant was subsequently notified by email*).

RESOLVED: noted.

P 4944 RBBC Consultation: Community Infrastructure Levy – Draft Charging Schedule (Closing date: 26 May 2015)

RESOLVED: that the Town Council's response to the RBBC Consultation on Community Infrastructure Levy – Draft Charging Schedule, as appended to the signed copy of the minutes and available to view on the HTC website, be ratified.

P 4945 RBBC Consultation: Draft Green Infrastructure Levy (Closing date: 29 May 2015)

The draft response to the above RBBC Consultation on Draft Green Infrastructure Levy, prepared by the Chairman, was approved by members. It was further noted that the Town Council was not currently listed as a partner in the Green Infrastructure Action Plan, and this was likely to be an oversight but should, however, be raised in the HTC response.

RESOLVED: that the Town Council's response to the RBBC Consultation on Draft Green Infrastructure Levy, as appended to the signed copy of the minutes and available to view on the HTC website, be approved.

P 4946 Letters / Emails Received

From	Subject	Received	Action
Local Resident	Parking Obstructions – Victoria Close, Horley	14.5.15	Letter of receipt sent to resident, and progress updates.

RESOLVED: noted.

P 4947 Diary Dates

VE Day Commemoration Service, Memorial Gardens: 8 May, 11.00 am

VE Day Celebrations, Town Centre Precinct: 9 May, 10.00 am

RESOLVED: noted.

P 4948 Urgent Business

Cllr Baker requested that *Parking Issues* be listed as an additional item on the Agenda for subsequent Committee meetings, and this was agreed.

RESOLVED: that an additional agenda item be added for subsequent Committee meetings under 'Highways Matters: Planning Issues'.

P 4949 Press Release

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

Meeting closed at 9.10 pm.

Date of next meeting: 23 June 2015

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 26 May 2015, at 7.30 pm

Present

Cllrs Mike George (Chairman)
James Baker
Surrinder Banwait
Kevin Etheridge
Jerry Hudson
David Jackson
Linda Mabbett
Simon Marshall
Richard Olliver
Fiona Stimpson

In Attendance

Cllr Samantha Marshall
Alan Jones (Town Clerk)
Joan Walsh (Administrative Officer)

P 4915 Election of Committee Chairman (Cllr Olliver in the Chair)

Cllr Marshall proposed and Cllr Jackson seconded that Cllr George be nominated as Committee Chairman. There were no further nominations for the post.

RESOLVED: that Cllr George be elected Chairman of the Planning & Development Committee for the Municipal Year 2015/2016.

P 4916 Appointment of Committee Vice-Chairman

Cllr Marshall proposed and Cllr Etheridge seconded that Cllr Jackson be nominated as Committee Vice-Chairman. There were no further nominations for the post.

RESOLVED: that Cllr Jackson be elected Vice-Chairman of the Planning & Development Committee for the Municipal Year 2015/2016.

P 4917 Apologies and Reasons for Absence

RESOLVED: that the apology of Cllr Powell be accepted for reasons as specified in the Attendance Register.

P 4918 Declarations of Interest and Dispensations

RESOLVED: that the Declarations of Interest and requests for Dispensations for Disclosable Pecuniary Interests, as appended to these minutes, be noted.

P 4919 Public Forum

There were two members of the public present during the Public Forum. No matters were raised.

RESOLVED: noted.

**P 4920 Approval of Minutes
Planning & Development Committee – 5 May 2015**

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: noted.

**Matters Arising
Planning & Development Committee – 5 May 2015**

P 4921 Viewing online Planning Applications registered with RBBC

The Clerk said he had given constructive feedback to the Senior Policy Development Officer at RBBC on minor difficulties experienced when accessing online plans for pre-determined applications. These would now be examined by the technical team at RBBC and rectified where possible.

RESOLVED: noted.

P 4922 Reigate, Redhill & District Rail Users' Association (RR&DRUA)

The Clerk advised that he would liaise with the RR&DRUA Committee Secretary, to set up a separate briefing by the group at the Town Council offices, for members.

RESOLVED: that the Clerk liaises with the RR&DRUA Committee Secretary to arrange a separate briefing for members on rail matters

P 4923 Appointments to Sub-Committees and Outside Bodies

RESOLVED: that the appointments to the Sub-Committees and Outside Bodies be approved (details of which will be appended to the minutes of the Full Council Meeting to be held on 13 June 2015).

Outside Bodies and Sub-Committees

P 4924 Gatwick Diamond Business (GDB) – Nominations to Executive Council & Members' Meetings

The Chairman updated members on nominations to serve on the GDB Executive Council, and advised these would be announced at the

- P 4924)** forthcoming AGM. *(The GDB voting slip was subsequently returned from the Town Council in support of James Khan of Ace Cars Crawley and Paul Roe of Kreston Reeves LLP.)*

Cllr Stimpson confirmed that she would be representing the Town Council at future *GDB Members' Meetings* but would not be able to attend the AGM, on 26 June. The Clerk said he would arrange a substitute in advance of this meeting.

RESOLVED: noted.

- P 4925 Horley Town Management Group (HTMG)**

The Clerk updated members on the last HTMG meeting, which had included a progress report by Kenrick Garraway on Phase 3 of the Horley Town Improvement Study. He said a Steering Group had since been formed to review key issues identified in the study as well as possible funding solutions and public realm improvements, such as, more signage in the town centre. The next meeting would be held on 20 July, at Waitrose.

RESOLVED: noted.

- P 4926 Deferred Planning Applications**

No Planning Applications from previous meetings had been deferred.

RESOLVED: noted.

- P 4927 Determined Planning Applications**

Members reviewed the list of Planning Applications determined for the period 29 April to 29 May 2015.

RESOLVED: noted.

- P 4928 Planning Applications received from Reigate & Banstead Borough Council for the week ending 5 May 2015.**

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 4929 Planning Applications received from Reigate & Banstead Borough Council for the week ending 12 May 2015.**

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 4930 **Planning Applications received from Reigate & Banstead Borough Council for the week ending 19 May 2015.**

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.

Planning Appeals

P 4931 **Planning Appeals Received**

The list of Planning Appeals received by Reigate & Banstead Borough Council was reviewed.

RESOLVED: noted.

P 4932 **Planning Appeals Determined**

The list of Planning Appeals determined was reviewed.

RESOLVED: noted.

Ongoing Planning Matters

P 4933 **Planning Application: 14/01316/F – 4 Perrylands Lane, Horley**

The Clerk reported notice of an appeal to the above Planning Application for a block of 2 stables, tack room and provision of sandschool, which was open for comment until 10 June. It was noted that the Town Council had already submitted a response of '*No objections*' to the proposal.

RESOLVED: noted.

P 4934 **North East Sector**

The Clerk reported that the existing allotments at Langshott had almost been fully allocated, and an extra area of land had been marked out to produce more plots by popular demand.

The Chairman said it was hoped that on the ongoing parking problems at 'The Acres' development, arising from the unadopted roads, would be taken on board by Surrey County Council along with plans for an adequate bus service to link the development with Horley town centre and surrounding areas.

RESOLVED: noted.

P 4935 **North West Sector**

Borough Cllr Jackson advised he would update members on developments at the North West Sector, following the next RBBC

P 4935) Planning Committee Meeting to be held on 3 June.

RESOLVED: noted.

P 4936 **Town Centre Regeneration**

The Clerk said it was anticipated that the next meeting of the Horley Regeneration Forum would be held in June, and he was awaiting confirmation of this from the Regeneration Meeting, Peter Boarder.

RESOLVED: noted.

Railway Matters

P 4937 **Horley Subway & Footbridge**

The Chairman updated the Committee on previous problems experienced at the subway and footbridge which the Town Council had reported to the regulator, Network Rail, many times before. He explained that the flooding problems inside the subway had improved since the pumps were replaced but there were still some safety concerns for users, including poor lighting which often obscured cyclists, particularly around the bend in the underpass. A different access point would be over the footbridge, however, this also remained in a very poor state of repair and was not easily accessible for people with mobility aids or pushchairs.

The Clerk suggested that all of the issues be raised again at the next Horley Regeneration Forum with a view to reinstating joint involvement by the Borough Council, local police and community payback teams on necessary improvements to be sanctioned by Network Rail.

RESOLVED: that the Clerk liaises with the Regeneration Manager on the next regeneration meeting, to discuss further improvements at Horley Subway and Footbridge with joint group involvement.

Highways Matters

P 4938 **SCC Consultation: Local Transport Review – Proposed Changes to Local Bus Services (Closing Date: 8 June 2015)**

Following a review of the above SCC Consultation on Local Transport, the Chairman remarked that concessionary fares for the disabled and their travels companions to continue unchanged, was positive, and there appeared to be little other impact for Horley apart from the frequency of local bus services. It was therefore agreed that the draft response from the Town Council, be approved and submitted prior to the closing date.

RESOLVED: that the Town Council's response on the SCC Local Transport Review – Proposed Changes to Local Bus Services, as appended to the signed copy of the minutes and available to view on

P 4938) *the HTC website, be approved.*

P 4939 SCC Highways Bulletin

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

P 4940 Local Flooding Issues

The Chairman informed new members about local flooding issues experienced in the past, and referred to the excellent support provided by RBBC's Senior Drainage Engineer, Keith Faricy, especially in the aftermath of major incidents in Horley. It was felt, however, that a rolling programme, led by the County Council, was essential to review areas considered most at risk as this had been lacking in the past, and to have continued input from local forums and residents as well.

RESOLVED: noted.

Airport Matters

P 4941 **GATCOM: Airports Commission Consultation: Local Air Quality Assessment (Closing Date: 29 May 2015)**

The Chairman updated members on the proposed response to the above Airports Commission Consultation on Local Air Quality (to be sent independently from the Town Council). He also extended a note of thanks to RBBC's Environmental Officer, Leon Hibbs, for his assistance in preparing the submission, and members agreed for this to be sent prior to the closing date.

RESOLVED: that the Town Council's response to the Airports Commission Consultation on Local Air Quality, as appended to the signed copy of the minutes and available to view on the HTC website, be approved.

P 4942 **Recent Airport Communications**

From	Subject	Received	Action
GAL	Update on Parish Engagement Session (held on 29.4.15)	12.5.15	Noted.
GATCOM	Weekly Newsletters & Updates	Various	Noted.
GAL	Gatwick Arrivals & Departure Gate Analysis	18.5.15	Noted.

RESOLVED: noted.

P 4943 SCC Consultation: Planning Reports Survey (Closing Date: 27 May 2015)

The Chairman advised that on a review of a sample committee report provided by SCC on the Planning Reports Survey, no issues of concern came to light. It was therefore decided that **no comments** would be made by the Town Council on this occasion (*and the SCC Project Consultant was subsequently notified by email*).

RESOLVED: noted.

P 4944 RBBC Consultation: Community Infrastructure Levy – Draft Charging Schedule (Closing date: 26 May 2015)

RESOLVED: that the Town Council's response to the RBBC Consultation on Community Infrastructure Levy – Draft Charging Schedule, as appended to the signed copy of the minutes and available to view on the HTC website, be ratified.

P 4945 RBBC Consultation: Draft Green Infrastructure Levy (Closing date: 29 May 2015)

The draft response to the above RBBC Consultation on Draft Green Infrastructure Levy, prepared by the Chairman, was approved by members. It was further noted that the Town Council was not currently listed as a partner in the Green Infrastructure Action Plan, and this was likely to be an oversight but should, however, be raised in the HTC response.

RESOLVED: that the Town Council's response to the RBBC Consultation on Draft Green Infrastructure Levy, as appended to the signed copy of the minutes and available to view on the HTC website, be approved.

P 4946 Letters / Emails Received

From	Subject	Received	Action
Local Resident	Parking Obstructions – Victoria Close, Horley	14.5.15	Letter of receipt sent to resident, and progress updates.

RESOLVED: noted.

P 4947 Diary Dates

VE Day Commemoration Service, Memorial Gardens: 8 May, 11.00 am

VE Day Celebrations, Town Centre Precinct: 9 May, 10.00 am

RESOLVED: noted.

P 4948 Urgent Business

Cllr Baker requested that *Parking Issues* be listed as an additional item on the Agenda for subsequent Committee meetings, and this was agreed.

RESOLVED: that an additional agenda item be added for subsequent Committee meetings under 'Highways Matters: Planning Issues'.

P 4949 Press Release

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

Meeting closed at 9.10 pm.

Date of next meeting: 23 June 2015