

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 19 June, at 7.30 pm

Present	Cllrs	Giorgio Buttironi Mike George (Chairman) Jerry Hudson Linda Mabbett Samantha Marshall Simon Marshall Richard Olliver Fiona Stimpson
In Attendance		Joan Walsh (Town Clerk) Judy Morgan (Administrative Officer)

P 6097 Apologies and Reasons for Absence

RESOLVED: that the apologies of Cllrs Baird, Banwait, Biggs, Etheridge and Powell be accepted for reasons as specified in the Attendance Register.

P 6098 Disclosable Pecuniary Interests and Non-Pecuniary Interests

RESOLVED: that the Declarations of Interest be noted.

P 6099 Public Forum

No members of the public attended.

**P 6100 Approval of Minutes
Planning & Development Committee – 22 May 2018**

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

**Matters Arising
Planning & Development Committee – 22 May 2018**

P 6101 Parking on School Zig-Zag Road Markings, Albert Road, Horley

The Town Clerk reported that at a recent review meeting with Cllrs Kay Hammond and Graham Knight, she had received the following information. RBBC's Joint Enforcement Officers (JETs) would, once trained, be tasked to use powers to enforce parking restrictions outside Horley Infant School, Albert Road and this would take place once the paperwork was finalised by the end of June. Further enquiries were also being made about the Traffic Regulation Order as it was hoped that a blanket TRO could serve to enforce parking restrictions outside all Horley Schools.

P 6101)***RESOLVED: that a further update on parking restrictions and enforcement outside Horley Infant School, be provided at the next Committee meeting.***

Outside Bodies and Sub-Committees

P 6102**Horley Town Management Group (HTMG)**

The Town Clerk advised that the next HTMG meeting would take place when a further update on the Horley High Street Pedestrian Precinct Public Realm Works became available. However, the RBBC Regeneration Manager had, in the meantime, consulted SCC's Surveyor and Skanska on alternative led lighting columns and a new design since this was specifically requested by the Working Group involved in the project. A further update on progress and the likely timetable for the construction works would be provided once known.

The Clerk further reported that the defibrillator and signage had been fully installed outside Boots in Horley High Street and was operational.

RESOLVED: noted.

P 6103**Determined Planning Applications**

Members reviewed the list of Planning Applications determined for the period 18 May 2018 to 14 June 2018.

RESOLVED: noted.

P 6104**Planning Applications received from Reigate & Banstead Borough Council for the period 18 May 2018 to 14 June 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.

Planning Appeals – During the period 18 May 2018 to 14 June 2018

P 6105**Planning Appeals Received**

There was no update.

RESOLVED: noted.

P 6106**Planning Appeals Determined**

There was no update.

RESOLVED: noted.

Ongoing Planning Matters

P 6107**Reigate & Banstead Borough Council - Submission of Development Management Plan (DMP)**

The Town Clerk reported that official confirmation had been received from RBBC, stating that the draft DMP and associated documents were submitted for examination to the Secretary of State on 18 May. The submission documents were

P 6107) available to view on RBBC's website at www.reigate-banstead.gov.uk/DMP and also available from Horley Library during opening hours. RBBC had appointed an independent Programme Officer, Mr Chris Banks of "Banks Solutions", to organise and administer the examination of the DMP under the guidance of the Government Inspector once appointed. Further updates would be provided in due course and the Town Council had been officially registered to participate in the Local Plan Hearings once confirmed.

RESOLVED: noted.

P 6108 Reigate & Banstead Borough Council - Corporate Plan

The Town Clerk reported that Cllr Graham Knight had been tasked with promoting the next phase of the RBBC Corporate Plan consultation, in terms of community engagement with residents. He expressed an interest in possibly launching this at the next Horley Residents' Forum meeting (arranged on the evening of 24th July). He advised he would not be available to attend on this date himself but could send an RBBC Officer in his place.

The Committee acknowledged the importance of the Borough's Corporate Plan and that the matter could be announced at the Residents' Forum meeting with some publicity. However, it was generally felt it should not be the main focus of proceedings since the Horley Resident Forum meetings were primarily for residents to be heard and to raise issues. It was thought that a separate meeting might better facilitate the RBBC Corporate Plan discussions. Cllr Knight would be updated accordingly with a list of alternative dates to potentially hold a separate meeting at the Town Council Offices.

RESOLVED: that the Clerk liaises with Cllr Graham Knight regarding alternative arrangements to meet with Horley residents and discuss the RBBC Corporate Plan proposals.

P 6109 North East Sector (The Acres)/North West Sector (Westvale Park)

North West Sector (Westvale Park)

The Clerk advised that since RBCC were seeking formal agreement from the Town Council to transfer two allotments sites in the North West Sector, a preliminary meeting had been held with the Regeneration Manager to discuss the proposals.

The issues raised included access arrangements to the site by pedestrians and vehicles especially when the dual use recreation area would be used by the school and closed to the public. It was felt that no apparent direct vehicular access to Meath Green Lane from Westvale Park would also create difficulties for cars trying to reach the allotments from the development.

The Regeneration Manager advised that the neighbourhood planning aimed to encourage more sustainable modes of transport such as by bike, bus or on foot. However, improved pedestrian and cycle links would be made. These included the diversion of the footpath around the dual use area, new footway on Meath Green Lane and a shared footway plus cycleways along the A217, A23 link roads and the primary infrastructure road. From September, a new bus service would have stops at the neighbourhood centre nearby. A Cabinet Paper, to be approved, showed the new bus route operating Monday to Saturday between Westvale Park, Horley Station and the Town Centre.

Members considered it unsatisfactory that no toilet facilities were planned for the first site, south of the development, because of its proximity to the neighbourhood centre. The Regeneration Manager agreed to further investigate with the developer if toilets could be provided at each site. Should this not be possible, to consider placing a toilet on the boundary of the first southern site (outside the gates) which could potentially serve allotment holders at both sites. It was further requested that the Town Council be furnished with a site plan, including the car park and entrance gates for further consideration. A further update would be provided at the next meeting.

RESOLVED: that a further update on the allotments at Westvale Park be provided at the next Committee meeting.

P 6110 Town Centre Regeneration

The Town Clerk advised that concerns about the considerable lapse in time since the last meeting of the Regeneration Forum (in November 2017), had been conveyed to Cllr Graham Knight on behalf of members. It was later advised that the next meeting had been tentatively set for September but a confirmed date had yet to be announced. It was felt that due to the lack of continuity with these meeting dates and that the Town Council should remain persistent with their request that these be held quarterly.

RESOLVED: noted.

Railway Matters

P 6111 GTR New Timetable, Letter to Chris Grayling, Secretary of State for Transport

The Clerk advised that the Town Council had written to the Secretary of State for Transport, Rt Hon Chris Grayling (copied to Sam Gyimah MP), to express concerns about the new GTR Timetable causing disruption and inconvenience for many commuters and that prompt action was required. An acknowledgement from his office was later received and, failing a response to the Town Council's letter within 28 days, the matter would be followed up.

RESOLVED: that the Town Council's letter to Rt Hon Chris Grayling regarding the new GTR timetable, as appended to these minutes, be noted.

P 6112 Redhill, Reigate & District Rail Users Association (RR&DRUA): Responses to Rail Consultations

Cllr Marshall informed the Committee that the Town Council had received an offer from a member of RR&DRUA to assist in drafting responses to rail consultations. Following some discussions, members decided they would be amenable to this, subject to the Planning Committee's prior approval to such proposed submissions and resolution by the Council, as reflected in Standing Orders.

RESOLVED: that the RR&DRUA representative be contacted on the matter of assisting the Town Council in drafting responses to rail consultations and a further update be provided at the next Committee meeting.

Highways Matters

P 6113

Fairer Funding for Surrey Roads

The Town Clerk informed members that the latest Surrey ALC News Bulletin featured an online petition, calling on the Government to reform the 'Fairer Funding Formula' to ensure there was enough money for essential road repairs and maintenance in Surrey. County Cllr Edward Hawkins (Surrey Heath) had launched an online petition to Parliament seeking the reform. The Government would respond to the Petition on receipt of 10,000 signatures by the deadline of 2 November, and it was noted that already well over half this target had been reached.

(More details of the petition can be found on the Parliament Petitions' [website](#))

RESOLVED: noted.

P 6114

Sink Hole in Victoria Road

Members were advised that at the recent review meeting with Cllr Kay Hammond, she suggested that the Town Council write to the water company, requesting that they resolve the matter urgently. Members, however, felt that in view of the length of time already lapsed in resolving the matter, that the regulatory body, OFWAT, should be contacted and that the Secretary of State for Transport and Sam Gyimah MP, be copied in on all correspondence.

RESOLVED: that a letter be forwarded to OFWAT regarding the Sink Hole, Victoria Road and a further update be provided at the next Committee meeting.

P 6115

SCC Highways Bulletins

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

Airport Matters

P 6116

Gatwick Airport, Flight Performance Team Annual Report 2017

The Town Clerk gave a brief overview of the contents of the Annual Report 2017 which had been previously circulated. The Report summarised GAL's framework on Noise Management, Air Traffic Data, Departing and Arriving Aircraft, Aircraft Noise and Community Monitoring, Night Flights and Complaint Statistics (in which Horley had been listed in the top 20 locations for complaints). Cllr George, as GATCOM representative, was familiar with the report and the statistics that had been published.

RESOLVED: noted.

P 6117

Recent Airport Communications

From	Subject	Received	Action
GATCOM	Beyond the horizon: the future of UK aviation – Executive Summary	1.6.18	Noted
GATCOM	Weekly Newsletters & Updates	25.5.18) 31.5.18)	Noted

RESOLVED: noted.

P 6118

Letters Received

From	Subject	Received	Action
Surrey County Council	Surrey Vision 2030 Consultation	18.6.18	Noted
Historic England	Horley Recreation Ground War Memorial	26.5.18	Noted
Tandridge District Council	Tandridge Newsletter	6.6.18	Noted
Secretary of State for Transport	GTR Timetable Failure	31.5.18	Noted

RESOLVED: noted.

P 6119

Diary Dates

**Meeting of Horley Local History Society (details on HLHS Website))
Horley Methodist Church at 7.30 pm on Thursday 28 June 2018**

**Horley in Bloom Judging
9.00 am on Monday 9 July 2018**

RESOLVED: Noted

P 6120

Urgent Business

No matters were raised.

P 6121

Press Release

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

Meeting closed at 9.08 pm

Date of next meeting: 17 July 2018

Planning & Development Committee
Declarations of Interest

Date of Meeting: 19 June 2018

Councillor(s)	Pecuniary or Non-Pecuniary	Reference	Location	Details
Stimpson	Non-Pecuniary	18/00981/LBC	Jordans 70 Smallfield Road Horley RH6 9AT	Former Member of GGHA
Buttironi	Non-Pecuniary	18/01066/HHOLD	33 Wellington Way Horley RH6 8JL	Proximity

List of Planning Applications
Registered by Reigate & Banstead Borough Council
During the period 18 May 2018 to 14 June 2018

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

1. RBBC Letter Dated: 18/05/18	Application No: 18/00981/LBC
LOCATION:	Jordans 70 Smallfield Road Horley Surrey RH6 9AT
DESCRIPTION:	Proposed division of the existing Jordans dwelling into two separate semi-detached houses with driveway access and parking spaces.
HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 19/06/18	No objections. Listed building application.

2. RBBC Letter Dated: 18/05/18	Application No: 18/00968/F
LOCATION:	166 Brookfield Drive Horley Surrey RH6 9TA
DESCRIPTION:	Installation of two air conditioning units and front doors and glass screens.
HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 19/06/18	No objections.

3. RBBC Letter Dated: 18/05/18	Application No: 18/00845/HHOLD
LOCATION:	12 Silverlea Gardens Horley Surrey RH6 9BB
DESCRIPTION:	Single storey rendered extension with flat roof to rear of property to provide new lounge
HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 19/06/18	No objections

4. RBBC Letter Dated: 22/05/18	Application No: 18/00977/HHOLD
LOCATION:	8 The Coronet Horley Surrey RH6 9EX
DESCRIPTION:	Erection of 2 storey extension to the side of property and single storey extension to the rear.
HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 19/06/18)	No objections

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5. RBBC Letter Dated: 23/05/18	Application No: <u>18/01059/HHOLD</u>
LOCATION:	Ferndown 64 Oakwood Road Horley Surrey RH6 7BX
DESCRIPTION:	Proposed dormer to front elevation.
HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 19/06/18	No objections

6. RBBC Letter Dated: 23/05/18	Application No: <u>18/01041/HHOLD</u>
LOCATION:	Long Acre 140 Balcombe Road Horley Surrey RH6 9DS
DESCRIPTION:	Demolition of existing garage and erection of proposed double garage.
HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 19/06/18)	No objections

7. RBBC Letter Dated: 23/05/18	Application No: <u>18/01066/HHOLD</u>
LOCATION:	33 Wellington Way Horley Surrey RH6 8JL
DESCRIPTION:	Proposed Lightweight Tiled Roof conservatory to rear, 3800mm (w) x 3500mm (P)
HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 19/06/18	No objections

8. RBBC Letter Dated: 23/05/18	Application No: <u>18/01023/HHOLD</u>
LOCATION:	43 Chequers Drive Horley Surrey RH6 8DX
DESCRIPTION:	Single storey rear extension and side entrance extension
HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 19/06/18	No objections

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9. RBBC Letter Dated: 24/05/18	Application No: <u>18/01111/HHOLD</u>
LOCATION:	38 The Meadway Langshott Horley Surrey RH6 9AW
DESCRIPTION:	Erection of first floor side, single storey rear extension and rear dormer roof extension, following the demolition of the existing rear conservatory.
HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 19/06/18	No objections

10. RBBC Letter Dated: 24/05/18	Application No: <u>18/00865/S73</u>
LOCATION:	Roberts And Co 121 Victoria Road Horley Surrey RH6 7AS
DESCRIPTION:	Part demolition of existing building, conversion of upper floors of existing building to residential with additional floor, connected 5 storey new build residential building. To provide total 43 apartments. Variation of Condition 1 of 14/00317/F - The approved plans will need to be changed to reflect the modifications as highlighted above to reflect the application for variation shown on the revised drawings. Variation of condition 1 of permission 15/02877/S73. Amendment to replace entrance canopy
HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 19/06/18	No objections. Renewal of expired plans.

11. RBBC Letter Dated: 25/05/18	Application No: <u>18/00786/F</u>
LOCATION:	85A Victoria Road Horley Surrey RH6 7QH
DESCRIPTION:	Proposed garage and security gate
HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 19/06/18	No objections

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12. RBBC Letter Dated: 29/05/18	Application No: <u>18/00623/F</u>
LOCATION:	3 Balcombe Road Horley Surrey RH6 7JR
DESCRIPTION:	Erection of one attached three bed house plus two storey extension to original house.
HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 19/06/18	No objections to the rear extension. However the Town Council objects to the proposed new dwelling on the following grounds:- <ul style="list-style-type: none"> • overdevelopment of a cramped site • negative impact on neighbour amenities due to overshadowing • inadequate parking provision.
13. RBBC Letter Dated: 04/06/18	Application No: <u>18/00718/HHOLD</u>
LOCATION:	29 Balcombe Gardens Horley Surrey RH6 9BY
DESCRIPTION:	Loft conversion consisting of 'hip to gable' conversion of existing roof, formation of one 'crown top' dormer to rear elevation, 3no. roof lights to front elevation and one side window to proposed gable end. Change of main roof material from interlocking concrete tiles to plain tiles. Replacement of doors and windows to existing rear single storey extension with a set of feature doors. As amended 30/05/2018.
HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 19/06/18	No objections
14. RBBC Letter Dated: 05/06/18	Application No: <u>18/01122/HHOLD</u>
LOCATION:	35 Darent Way Horley Surrey RH6 8JY
DESCRIPTION:	4m deep, full width, single storey rear extension to replace existing conservatory. New Annex to replace existing external store. Convert single garage into workshop
HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 19/06/18	No objections. However the Town Council has concerns about the intended use of the annexe which is not specified on the application.

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15. RBBC Letter Dated: 06/06/18	Application No: <u>18/01114/HHOLD</u>
LOCATION:	13 Kiln Lane Horley Surrey RH6 8JG
DESCRIPTION:	First floor front extension and garage conversion.
HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 19/06/18	No objection, however the Town Council is concerned about the loss of off street parking.
16. RBBC Letter Dated: 06/06 /18	Application No: <u>18/01075/HHOLD</u>
LOCATION:	Ivydale Horley Row Horley Surrey RH6 8BE
DESCRIPTION:	Proposed garden annexe
HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 19/06/18	The Town Council OBJECTS to this application on the following grounds:- <ul style="list-style-type: none"> i. Inappropriate back land development ii. Out of character with the surrounds.
17. RBBC Letter Dated: 13/06 /18	Application No: <u>18/01180/F</u>
LOCATION:	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.
HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 19/06/18	The Town Council OBJECTS to this application. 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. While the Town Council supports development of the site, it feels that this is not the right genre of development and suggests that offices/residential would be more appropriate.

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18. RBBC Letter Dated: 14/06 /18	Application No: <u>18/01038/HHOLD</u>
LOCATION:	117A Balcombe Road Horley Surrey RH6 9BG
DESCRIPTION:	New garage block to front of property
HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 19/06/18	No objections

19. RBBC Letter Dated: 14/06 /18	Application No: <u>18/01251/HHOLD</u>
LOCATION:	1D Sarel Way Horley Surrey RH6 8EY
DESCRIPTION:	Loft conversion, with hip to gable, rear dormer and roof lights.
HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 19/06/18	No objections

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Tree Works (Non-Felling)

A. RBBC Letter Dated:18/05/18	Application No: <u>18/01010/TPO</u>
LOCATION:	St Francis Church Balcombe Road Horley Surrey RH6 9AY
DESCRIPTION:	T2 Oak- To crown lift to height of 5m over highway and crown lift to height of 3m over car park and reduce laterals by 1.5m. Church has been asked by Surrey Highways to crown lift Oak due to encroachment over road. Low branches over car park and extended overhang to be pruned to give clearance over car park due to excessive debris on visiting cars. Removal of dead wood will take place in T2, T5 and T6 (All Oaks)
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

B. RBBC Letter Dated: 21/05/18	Application No: <u>18/01074/TPO</u>
LOCATION:	3 Haroldslea Drive Horley Surrey RH6 9DT
DESCRIPTION:	T1 - Front Garden - Oak Tree: Crown reduce & re-shape by approx. 2- 2.5 metres (1/3rd) & remove the dead & diseased wood. Reasons to maintain trees size in proximity to garden & property, to generate light into the garden & property. Remove branches encroaching over highway & PFP & remove any dead or diseased wood & inspect the crown while removing the dead & crown reduction branches.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

C. RBBC Letter Dated:24/05/18	Application No: <u>18/01126/TPO</u>
LOCATION:	58 Parkhurst Road Horley Surrey RH6 8HB
DESCRIPTION:	Oak crown redcue by 2m
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

C. RBBC Letter Dated:31/05/18	Application No: <u>18/01125/TPO</u>
LOCATION:	Street Record Langwood Drive Horley Surrey
DESCRIPTION:	T32: Ash (Fraxinus excelsior). Following a recent tree condition report: Large 4x multi-stem tree located in the wooded ditch area on the West boundary to the rear of the properties. The crowns are suppressed by the surrounding Oak trees and have tall, leaning phototropic growth with could become a future problem. One stem has been felled in the past at 1m and is subsequently dead and decaying. The stem on the farthest West has been topped at around 8m, whilst the remaining two stems are skinny

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	<p>and tall, with no lower canopy. These have a moderate lean in the upper crown which direct towards and over adjacent rear properties in the neighbouring estate. One stem is covered with ivy and has a woodpecker hole in the underside of a major limb. Basal decay was found in the stem at ground level on the Western side of the base. The remaining wood appeared solid when tested with a sounding mallet. Due to the found basal decay on western aspect of base, and the moderate lean towards properties in a restricted space, request consent to section fell to a 1-2m stump to allow any potential low regeneration and open canopy area for surrounding trees. Photo's are attached to site plan.</p>
<p>HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):</p>	<p>No objections, subject to no adverse comments from the Tree Officer.</p>

HORLEY TOWN COUNCIL

Joan Walsh
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The Rt Hon Chris Grayling MP
Secretary of State for Transport
Great Minster House
33 Horseferry Road
Westminster
LONDON SW1P 4DR

4 June 2017

Dear Mr Grayling

GOVIA THAMESLINK RAILWAY (GTR) New Rail Timetable

At a recent planning meeting, Horley Town Councillors discussed the issues raised by the introduction of the new GTR Timetable.

Their concerns remained the same (as expressed in our former response to the consultation, dated 8 November 2016). Namely, the Town Council objects to the drastic reduction in trains going directly to Victoria; with the result that travellers from Horley wishing to go to Victoria must change at Redhill or East Croydon. Alternatively, they must go to Gatwick and travel up from there. Gatwick Station is geared to the needs of passengers arriving or leaving by plane and not those arriving or leaving by road, either by car or public transport. This can be a great inconvenience to travellers from Horley.

Horley is a rapidly expanding town with major housing developments which will greatly increase the population of the town. Horley is a town that developed around the London to Brighton railway line; and is a major commuter town which attracts people because of convenient services to both East and West London termini. Residents want direct services to both London Bridge and Victoria.

We understand that more commuters wish to go to London Bridge than Victoria but both routes are very heavily used by commuters and other users. This is evidenced by the packed trains in the morning and evening rush hours to and from both termini.

Horley Town Councillors believe that GTR have got it wrong and this will have a devastating effect on the attractiveness and viability of our town, Horley. The Town Council would like to see the introduction of more direct services to Victoria from Horley.

We look forward to receiving your response.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Joan Walsh', is enclosed in a thin blue rectangular border.

Town Clerk

cc: Sam Gyimah MP