

HORLEY TOWN COUNCIL

Minutes of a Meeting of the Planning and Development Committee held on 26 September 2023, at 7.30pm

Present	Cllrs	Hannah Avery*	Lynnette Easterbrook	Martin Saunders
		Keith Barlow*	Mike George	Tom Turner
		Michael Blacker	Jerry Hudson	Steve Wotton
		Victoria Chester	Cec Hughes*	

* Absent

**In Attendance Remotely

Also Present Rachel Botcherby (Planning Officer)
Sophie Mandak (Administrative Assistant)

P 7551 Apologies and Reasons for Absence

Apologies were received from Cllr Avery, Cllr Hughes and Cllr Barlow.

RESOLVED: Noted.

P 7552 Disclosable Pecuniary Interests and Non-Pecuniary Interests

Cllr Blacker and Cllr Hudson declared they are members or substitutes of the Reigate and Banstead Borough Council Planning Committee and therefore the views expressed by them at this meeting may change.

RESOLVED: Noted.

P 7553 Approval of Minutes

Planning & Development Committee held on 29 August 2023.

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

Outside Bodies and Sub-Committees

P 7554 i) Horley Town Management Group

Cllr Turner advised the Committee that HTMG met on 19.09.23 and worked through the Action List of projects. It was agreed that the group is to include Members from the SCC Horley Crew. Cllr Turner advised that the meeting was positive and that the group was gaining momentum with future projects, including a new website and events.

RESOLVED: Noted.

P 7555 ii) Horley Access Group

An update was provided by the Chairman of the Access Group which is attached [here](#) for reference.

RESOLVED: Noted.

P 7556 i) GATCOM: Newsletters & Updates – To note information received.

The Chairman advised that GATCOM are organising a special online meeting to discuss the groups position in relation to the Airport's DCO application and agree whether to be registered as an Interested Party. An away day is also being organised. Cllr Chester advised that she is now the substitute for the Borough Council.

RESOLVED: Noted.

P 7557 Determined Planning Applications

Members reviewed the list of Planning Applications determined for the period 25th August 2023 to 21st September 2023.

RESOLVED: Noted.

P 7558 Registered Planning Applications

Planning Applications received from Reigate & Banstead Borough Council for the period 25th August 2023 to 21st September 2023.

RESOLVED: That the Town Council's comments, as appended to the signed copy of the minutes and available on the Town Council and Borough Council websites, be approved.

P 7559 Planning Appeals, during the period 25 August to 21 September 2023.

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

RESOLVED: Noted.

P 7560 Ongoing Planning Matters

Tandridge Local Plan

The Planning Officer reported that the examiner had informed Tandridge District Council that it will find their plan unsound and unable to be adopted. The Council has until the end of September to withdraw the plan otherwise the Inspector will write his report.

The Inspector raises a number of issues, resting largely on the significant concerns over highway capacity and lack of evidence, preventing any determination of the level of development that could be accommodated in the district. The Inspector states that the spatial strategy also needs updating (which again requires highway information) and that the evidence base is now largely out of date due to the protracted nature of the inquiry, including - inter alia - gypsy and traveller accommodation assessment dated 2016.

RESOLVED: Noted.

Transport & Highways Matters

P 7561 i) SCC Highways Focus Group

The Planning Officer reported that a meeting was held on 6th September which neither HTC nor SSPC attended, however, Members were advised that officers have since received a draft working document that the County Council are producing to guide Parish and Town Councils on Highway matters such as reporting issues on their website, roadworks, investment programmes, grass cutting etc. At this stage it is a working document that they will present at the SALC AGM in October and which we hope will then be in a position to circulate to all Members for review thereafter.

Members reported some frustration over reporting potholes or flytipping on the existing website, stating that once it had been reported once it couldn't be re-reported by someone else to show SCC how impactful an incident might be in an area. It was felt that this would be useful to help the County determine priority.

RESOLVED: Noted.

P 7562 ii) **To receive an update on any other matters**

All Members noted the presentation earlier in the evening by Metrobus regarding the investment in public transport in Horley and surrounding areas. All Members passed on their thanks to Metrobus and expressed how useful and positive it was.

RESOLVED: Noted.

Airport Matters

P 7563 i) **To note the submission of the DCO to the Secretary of State and process for registering to participate in the examination.**

The Planning Officer advised the Committee that Gatwick Airport Ltd submitted a DCO application to the SoS in July and that on 3rd August the SoS accepted the application for consideration. Members were advised that HTC now have until 29th October to register as an Interested Party and submit our initial views on the application.

The Planning Officer advised that in registering as an Interested Party, HTC has the opportunity to make representations and will be informed of the progress. An interested party also has the opportunity to attend and speak at the preliminary Meeting or hearings that take place during the examination. Once the examination has started, interested parties have the opportunity to provide further written evidence to the appointed inspectors.

Members were advised that the first stage is to complete an online form which, towards the end is a box where you can put forward your views about the application. This will be the first time that HTC's views about the application will be put to the Examining Authority.

The Planning Officer read out further guidance on the DCO process and advised the Committee that a USB stick containing the application documents has been requested.

RESOLVED: All Members present support the proposal to register as an interested party.

P 7564 ii) **To receive an update on any other matters**

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

RESOLVED: Noted.

P 7365 “Delivering Change” Horley Regeneration Projects

The Planning Officer advised that the last meeting with Borough Officers was on 1st September which focussed on a presentation of the draft wayfinding proposals from SCC. The proposals focused on new mapping signs rather than traditional figure posts and reflects the most up to date new design advice in terms of accessibility and inclusion. The Planning Officer advised that we had questioned the deliverability of the proposals as HTC remain keen to see these signs come forward in the short term given the protracted length of time the project has remained outstanding. We understand that further work is required and that the proposals are to be presented to Horley Town Management Group later in the year.

RBBC also advised that it hoped that the new charging points for central car park would be installed before Christmas, with the new layout and landscaping after Christmas.

The Borough and County also met with Network Rail on 14th September to try to move forward on the subway works. We understand the meeting was positive but we await to find out further progress when we next meet officers at the end of the month.

RESOLVED: Noted

P 7366 Planning Application MO/2023/1125 – Land to the West of Reigate Road, Hookwood, Horley, Surrey

Members confirmed that they wished to ratify the submitted response. MS suggested that a check on the GP Surgeries may be required for future responses as it was suggested that one of the surgeries may now be taking new patients again.

RESOLVED: Response Ratified and it was agreed that a similar response be provided to application MO/2023/1419 (Land at Povey Cross Road).

P 7567 Horley Sewage Treatment Works

The Planning Officer read out the response from Thames Water.

RESOLVED: Noted.

P 7568 Precept 2024/25

The Committee reviewed the requirements of P&D Committee. Whilst there is no budget to review, Members requested that an allowance for training was retained.

RESOLVED: Noted.

P 7569

Communications Received

From	Subject	Date	Action
Westvale Park Residents Association	Sewage Blockage on Moy Green Drive at Westvale Park.	18.09.23	To Note

P 7570

Diary Dates

29TH September – **Horley in Bloom Awards Evening**
17th October – **Leisure @ 7.30pm**
19th October – **SALC AGM @ Dorking Halls**

RESOLVED: *Noted*

P 7571

Items for Future Consideration

None

P 7572

Press Release

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

Meeting closed at 20.44pm

Date of next meeting: 24 October 2023

List of Planning Applications
Registered by Reigate & Banstead Borough Council
During the period 25 August 2023 – 21 September 2023
To see plans please CTRL+click on the application number to follow the link

01. RBBC Letter Dated: 24.08.23	Application No: 23/01292/F
LOCATION:	70 Sarel Way Horley Surrey RH6 8EW
DESCRIPTION:	Annexe to be used as a self-contained dwelling.
HORLEY TOWN COUNCIL COMMENTS (RATIFIED, 26/09/23)	No objections

02. RBBC Letter Dated: 24.08.23	Application No: 23/01741/HHOLD
LOCATION:	99 Cheyne Walk Horley Surrey RH6 7LR
DESCRIPTION:	Conversion of existing garage to ancillary games room, office and utility room.
HORLEY TOWN COUNCIL COMMENTS (RATIFIED, 26/09/23)	No objections

03. RBBC Letter Dated: 31.07.23	Application No: 23/01552/HHOLD
LOCATION:	Waverley 48 Smallfield Road Horley Surrey RH6 9AT
DESCRIPTION:	Partial ground floor & first floor side extension. As amended on 29/08/2023. [amended plans showing two storey side addition move away from the boundary but pushed forward].
HORLEY TOWN COUNCIL COMMENTS (RATIFIED, 26/09/23)	No objections

04. RBBC Letter Dated: 31.08.23	Application No: 23/01733/CLE
LOCATION:	35 Crescent Way Horley Surrey RH6 7LJ
DESCRIPTION:	The property is a tenanted C3 residential dwelling which is interchangeable between C3(a) and C3(c).
HORLEY TOWN COUNCIL COMMENTS (RATIFIED, 26/09/23)	No objections

List of Planning Applications
Registered by Reigate & Banstead Borough Council
During the period 25 August 2023 – 21 September 2023
To see plans please CTRL+click on the application number to follow the link

05. RBBC Letter Dated: 01.09.23	Application No: 23/00946/HHOLD
LOCATION:	4 Heronswood Court Langshott Horley Surrey RH6 9PW
DESCRIPTION:	Proposed single story rear extension to provide new dining room and additional bedroom with en-suite shower and toilet. As amended on 29/08/2023 and on 28/08/2023 .
HORLEY TOWN COUNCIL COMMENTS (RATIFIED, 26/09/23)	No objections

06. RBBC Letter Dated: 06.09.23	Application No: 23/01643/F
LOCATION:	Jessops Lodge 50 Massetts Road Horley Surrey RH6 7DS
DESCRIPTION:	Extension to Coach House inc conversion to single residence
HORLEY TOWN COUNCIL COMMENTS (RATIFIED, 26/09/23)	No objections subject to any requirements of the conservation officer

07. RBBC Letter Dated: 08.09.23	Application No: 23/01831/F
LOCATION:	Jai Ho 263 Balcombe Road Horley Surrey RH6 9EF
DESCRIPTION:	Single story rear extension 28 x 6 Meters, housing a new function room with a capacity of 60 guests.
HORLEY TOWN COUNCIL COMMENTS (RATIFIED, 26/09/23)	No objections but note provision of easy access male WC & baby changing facility but no mention of any female WC. The inclusion of a stage indicates that the applicant will be hosting live music. Given its proximity to a childcare facility there should be a restriction on the hours when live music is permitted.

08. RBBC Letter Dated: 08.09.23	Application No: 23/01358/F
LOCATION:	Thurgarton Cottage Meath Green Lane Horley Surrey RH6 8HZ
DESCRIPTION:	Erection of two three bedroom houses, provision of six parking spaces and turning area. Revised dormer design, addition of dormer to plot 1 and changes to proposed parking and access
HORLEY TOWN COUNCIL COMMENTS (RATIFIED, 26/09/23)	No objection subject to the application meeting the requirements of the conservation officer

List of Planning Applications
Registered by Reigate & Banstead Borough Council
During the period 25 August 2023 – 21 September 2023
To see plans please CTRL+click on the application number to follow the link

09. RBBC Letter Dated: 11.09.23	Application No: 23/01815/S73
LOCATION:	30 Limes Avenue Horley Surrey RH6 9DH
DESCRIPTION:	Single-storey side extension with pitched roof and skylights to replace existing timber lean too. Single-storey porch in replacement of an existing porch. As amended on 21/06/2023. Variation of condition 4 of permission 23/00746/HHOLD. Amendments to finished floor levels.
HORLEY TOWN COUNCIL COMMENTS (RATIFIED, 26/09/23)	No objections

List of Planning Applications
Registered by Reigate & Banstead Borough Council
During the period 25 August 2023 – 21 September 2023
To see plans please CTRL+click on the application number to follow the link

Tree Works (Non-Felling)

A. RBBC Letter Dated: 24.08.23	Application No: 23/01705/TPO
LOCATION:	1E Sarel Way Horley Surrey RH6 8EY
DESCRIPTION:	Horse Chestnut - Reduce the size of the tree by pruning to previous cut points. This being branch shortening of 1.5m.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

B. RBBC Letter Dated: 04.08.23	Application No: 23/01706/TPO
LOCATION:	8 Mosford Close Horley Surrey RH6 8JS
DESCRIPTION:	Oak - Reduce the crown by shortening branches by a maximum of 1.5m.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

C. RBBC Letter Dated: 30.08.23	Application No: 23/01745/TPO
LOCATION:	Meadowcroft House 182 Balcombe Road Horley Surrey RH6 9ER
DESCRIPTION:	Some roots of the TPO trees could be affected by the erection of replacement fencing. TPO sought to cover any damage caused by the works taking place.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

D. RBBC Letter Dated: 04.08.23	Application No: 23/01774/TPO
LOCATION:	Copperwood 3 Russells Crescent Horley Surrey RH6 7DJ
DESCRIPTION:	Beech tree to the right of the driveway at 3 Russells crescent, Horley
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

List of Planning Applications
Registered by Reigate & Banstead Borough Council
During the period 25 August 2023 – 21 September 2023
To see plans please CTRL+click on the application number to follow the link

E. RBBC Letter Dated: 07.09.23	Application No: 23/01787/TPO
LOCATION:	104 Balcombe Road Horley Surrey RH6 9BW
DESCRIPTION:	T1 Oak tree at the far back right of rear garden. 2M Crown reduction and dead wooded to provide sufficient clearance to the houses behind the tree and to create a overall balance on the tree. T2 Adjacent to the Oak nearer the property. 2M Crown reduction and dead wooded to provide sufficient clearance to the houses behind the tree and to create a overall balance on the tree. This tree has had a large split out on one of the larger lower limbs so we will be finishing off the cut to make it clean.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

F. RBBC Letter Dated: 07.09.23	Application No: 23/01866/TPO
LOCATION:	2 Wellington Way Horley Surrey RH6 8JH
DESCRIPTION:	Oak tree - Reduce the crown by reading the height by 1.5m and shortening lateral branches by 2.5m. The reason is to improve the safety factor due to the proximity of a school drop off zone.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.