

HORLEY TOWN COUNCIL

Joan Walsh
Town Clerk
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AGENDA

PLANNING & DEVELOPMENT COMMITTEE

Date / Time: Tuesday, 29 August 2023 at 7.30 pm

Venue: Horley Town Council offices, Albert Rooms, 92 Albert Road, Horley RH6 7HZ

Dear Councillors

You are hereby respectfully summoned to attend the **MEETING of HORLEY TOWN COUNCIL PLANNING & DEVELOPMENT COMMITTEE** to be held on Tuesday, 29 August 2023, 7:30 pm, at the Albert Rooms, 92 Albert Road, Horley RH6 7HZ. The Agenda for the meeting is attached to this Summons.

Yours sincerely

Joan Walsh
Town Clerk

Members' Apologies:

If required, a Member must submit their apologies for this meeting by sending an email to: town.clerk@horleytown.com or by telephoning the office on 01293 784765, by no later than noon on the day of the meeting.

Public Forum:

Members of the Public and Press are welcome to attend this meeting in person or may join it remotely by requesting a Zoom link by email to: town.clerk@horleytown.com or by telephoning the office on 01293 784765, by no later than noon on the day before the meeting is due to be held.

Public and Press attendees are invited to put questions or draw relevant matters to the Council's attention and are permitted to speak once only and for five minutes maximum in respect of a business item on the agenda, at the discretion of the Chairman. If it appears that the number of speakers is likely to unreasonably delay the disposal of business items on the agenda, the Chairman may direct that a question or comment is submitted in writing which shall be answered in due course.



HORLEY TOWN COUNCIL **Planning and Development Committee**

A meeting of the above-named Committee will be held at the Albert Rooms, Albert Road, Horley
on Tuesday, 29 August 2023 at 7.30 pm

**All correspondence and papers referred to in the public part of the agenda are available to view
in the Town Council Offices during normal office hours or on the website**

A G E N D A

1. **Apologies and Reasons for Absence**
To receive apologies for absence with officer recommendation for acceptance.
2. **Disclosable Pecuniary Interests and Non-Pecuniary Interests**
To receive from members any Declarations of Interest in relation to any items included on the Agenda for this Meeting.
3. **Public Forum**
4. **Approval of Minutes**
Planning & Development Committee held on 01 August 2023.
5. **Planning Updates**
Planning & Development Committee held on 01 August 2023.
6. **Planning Applications**
 - i) To consider the list of applications determined for the period 28 July 2023 to 24 August 2023.
 - ii) To consider the list of applications registered for the period 28 July 2023 to 24 August 2023.
7. **Response to Consultation on Proposed Horley Row Conservation Area and Proposed Extensions to Masetts Road Conservation Area**
To Ratify this Council's Response.
8. **Diary Dates.**
9. **Items for Future Consideration.**
10. **Press Release** - To agree items for inclusion.

Date of next meeting: 26 September 2023

Signed: Town Clerk

Dated: 24 August 2023

Members of the Planning and Development Committee:

Cllrs Avery, Barlow, Blacker, Chester, Easterbrook, George, Hughes, Hudson, Saunders, Turner, Wotton.

List of Planning Applications
Registered by Reigate & Banstead Borough Council
During the period 28 July 2023 – 24 August 2023
To see plans please CTRL+click on the application number to follow the link

01. RBBC Letter Dated: 27.07.23	Application No: <u>23/01341/HHOLD</u>
LOCATION:	79 Hevers Avenue Horley Surrey RH6 8BZ
DESCRIPTION:	Single-storey rear extension
<i>Cons Expiry Date: 17/08/23; Determination Deadline: 15/09/23;</i>	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting, 29/08/23)	No objections

02. RBBC Letter Dated: 27.07.23	Application No: <u>23/01358/F</u>
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
<i>Cons Expiry Date: 17/08/23; Determination Deadline: 18/09/23;</i>	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting, 29/08/23)	No objection subject to the application meeting the requirements of the conservation officer

03. RBBC Letter Dated: 31.07.23	Application No: <u>23/01329/F</u>
LOCATION:	Land To Rear Of 44-46 Sangers Drive Horley Surrey RH6 8AL
DESCRIPTION:	Demolition of existing double garage and erection of two-storey, three bedroom dwelling, together with associated vehicle and cycle parking and landscaping.
<i>Cons Expiry Date: 21/08/23; Determination Deadline: 19/09/23;</i>	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting, 29/08/23)	No objections

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04. RBBC Letter Dated: 31.07.23	Application No: 23/01495/S73
LOCATION:	Land At The Croft Meath Green Lane Horley Surrey RH6 8HZ
DESCRIPTION:	Erection of 10 dwellings with site access, private amenity space, garaging, parking and access to neighbouring development. Variation of conditions 1,13 and 21 of permission 19/00986/F. Alterations to plot 9 and 10 floor plans and elevations.
Cons Expiry Date: 21/08/23; Determination Deadline: 26/10/23;	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting, 29/08/23)	No Objections

05. RBBC Letter Dated: 02.08.23	Application No: 23/01577/TED
LOCATION:	Street Record Chequers Drive Horley Surrey
DESCRIPTION:	Proposed 15m 5G telecoms installation: H3G street pole and additional equipment cabinets.
Cons Expiry Date: 23/08/23; Determination Deadline: 15/09/23;	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting, 29/08/23)	Horley Town Council Object and suggest that an alternative site in the neighbourhood be investigated

06. RBBC Letter Dated: 02.08.23	Application No: 23/01284/HHOLD
LOCATION:	2 Dunsfold Cottages 56 Lee Street Horley Surrey RH6 8EQ
DESCRIPTION:	Proposed single storey rear extension.
Cons Expiry Date: 23/08/23; Determination Deadline: 20/09/23;	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting, 29/08/23)	No objections

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07. RBBC Letter Dated: 07.08.23	Application No: 23/01558/F
LOCATION:	Barclays Bank Plc 105 Victoria Road Horley Surrey RH6 7AX
DESCRIPTION:	Creation of additional/altered fenestration.
Cons Expiry Date: 29/08/23; Determination Deadline: 21/09/23;	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting, 29/08/23)	No objections

08. RBBC Letter Dated: 07.08.23	Application No: 23/01552/HHOLD
LOCATION:	Waverley 48 Smallfield Road Horley Surrey RH6 9AT
DESCRIPTION:	Partial ground floor & first floor side extension.
Cons Expiry Date: 29/08/23; Determination Deadline: 20/09/23;	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting, 29/08/23)	No objections

09. RBBC Letter Dated: 08.08.23	Application No: 23/01483/F
LOCATION:	Land Parcel At 527388 143266 Drake Road Horley Surrey
DESCRIPTION:	A self-build three storey three-bedroom house to be used as a family home by the applicant. The ground floor will have an open plan kitchen-living room combination with a downstairs WC and an under stairs storage closet. The first floor will have 3 bedrooms and one bathroom. The second floor will be a loft room which will contain an en-suite bathroom.
Cons Expiry Date: 30/08/23; Determination Deadline: 26/09/23;	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting, 29/08/23)	HTCs only objection is the apparent lack of parking space[s]. The adjacent communal parking area was presumably calculated for the existing properties.

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10. RBBC Letter Dated: 10.08.23	Application No: 23/01581/HHOLD
LOCATION:	81 Hevers Avenue Horley Surrey RH6 8BZ
DESCRIPTION:	Single storey rear extension
<i>Cons Expiry Date: 01/09/23; Determination Deadline: 02/10/23;</i>	
HORLEY TOWN COUNCIL COMMENTS	

11. RBBC Letter Dated: 10.08.23	Application No: 23/01604/HHOLD
LOCATION:	163 Balcombe Road Horley Surrey RH6 9DR
DESCRIPTION:	Part front part side extension
<i>Cons Expiry Date: 01/09/23; Determination Deadline: 03/10/23;</i>	
HORLEY TOWN COUNCIL COMMENTS	

12. RBBC Letter Dated: 11.08.23	Application No: 23/01456/RET
LOCATION:	Skylane Hotel 34 Bonehurst Road Horley Surrey RH6 8QG
DESCRIPTION:	Retrospective application for alteration works to Skylane Hotel's "cart house" building.
<i>Cons Expiry Date: 01/09/23; Determination Deadline: 28/09/23;</i>	
HORLEY TOWN COUNCIL COMMENTS	

13. RBBC Letter Dated: 11.08.23	Application No: 23/01657/HHOLD
LOCATION:	5 Charm Close Horley Surrey RH6 8DG
DESCRIPTION:	Proposed single storey front and rear extensions and first floor extension.
<i>Cons Expiry Date: 02/09/23; Determination Deadline: 05/10/23;</i>	
HORLEY TOWN COUNCIL COMMENTS	

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14. RBBC Letter Dated: 11.08.23	Application No: 23/01449/HHOLD
LOCATION:	67 Poynes Road Horley Surrey RH6 8LS
DESCRIPTION:	New porch and single storey side extension 1.25 metres to create a laundry room and open up the layout.
<i>Cons Expiry Date: 02/09/23; Determination Deadline: 05/10/23;</i>	
HORLEY TOWN COUNCIL COMMENTS	

15. RBBC Letter Dated: 11.08.23	Application No: 23/01230/CU
LOCATION:	Gable End Guest House 23 Church Road Horley Surrey RH6 7EY
DESCRIPTION:	Change of use from guest house to HMO
<i>Cons Expiry Date: 02/09/23; Determination Deadline: 02/10/23;</i>	
HORLEY TOWN COUNCIL COMMENTS	

16. RBBC Letter Dated: 15.08.23	Application No: 23/01649/HHOLD
LOCATION:	12 Westvale Road Horley Surrey RH6 8NT
DESCRIPTION:	Conversion of existing garage to office space. Replace existing side door with French door and additional window on same elevation. Garage door to remain to maintain visual amenity. Internal insulation and lining to allow use as office space.
<i>Cons Expiry Date: 06/09/23; Determination Deadline: 02/10/23;</i>	
HORLEY TOWN COUNCIL COMMENTS	

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17. RBBC Letter Dated: 15.08.23	Application No: <u>SCC Ref 2023-0001</u>
LOCATION:	Land at Hathersham Lane, Smallfield, Surrey RH6 9JG
DESCRIPTION:	Change of use from mixed-use agricultural and horticultural storage and supplies with storage of scaffolding to an aggregates recycling facility, including the importation and processing of Construction, Demolition and Excavation waste, the extension of one soil storage warehouse, siting of a portacabin office, construction of a new vehicle access point, wheelwash and a weighbridge and the erection of push walls.
Cons Expiry Date: 07/09/23; Determination Deadline: pending	
HORLEY TOWN COUNCIL COMMENTS	

18. RBBC Letter Dated: 16.08.23	Application No: <u>23/01648/ADV</u>
LOCATION:	Foodwise 15 High Street Horley Surrey RH6 7BH
DESCRIPTION:	New fascia sign. New projection sign
Cons Expiry Date: 07/09/23; Determination Deadline: 10/10/23;	
HORLEY TOWN COUNCIL COMMENTS	

19. RBBC Letter Dated: 16.08.23	Application No: <u>23/01686/HHOLD</u>
LOCATION:	9 Priory Close Horley Surrey RH6 8AX
DESCRIPTION:	Single storey rear / side extension following demolition of existing conservatory.
Cons Expiry Date: 07/09/23; Determination Deadline: 09/10/23;	
HORLEY TOWN COUNCIL COMMENTS	

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20. RBBC Letter Dated: 23.08.23	Application No: 23/01653/F
LOCATION:	2 And 4 Fairfield Avenue Horley Surrey RH6 7PD
DESCRIPTION:	Demolition of No. 2 Fairfield Avenue and erection of 1 No detached 4 bedroom dwelling and a pair of semi-detached two storey 3 bed room family dwellings with associated parking and landscaping.
<i>Cons Expiry Date: 14/09/23; Determination Deadline: 13/10/23;</i>	
HORLEY TOWN COUNCIL COMMENTS	

21. RBBC Letter Dated: 23.08.23	Application No: 23/01701/DED
LOCATION:	1st Horley Scout Group Hall Michael Crescent Horley Surrey RH6 7LH
DESCRIPTION:	The demolition of the former scout hall building.
<i>Cons Expiry Date: 13/09/23; Determination Deadline: 18/09/23;</i>	
HORLEY TOWN COUNCIL COMMENTS	

22. RBBC Letter Dated: 23.08.23	Application No: 23/01647/F
LOCATION:	Foodwise 15 High Street Horley Surrey RH6 7BH
DESCRIPTION:	Replacement of existing shop front with powder coated aluminium framed shop front
<i>Cons Expiry Date: 14/09/23; Determination Deadline: 16/10/23;</i>	
HORLEY TOWN COUNCIL COMMENTS	

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Tree Works (Non-Felling)

A. RBBC Letter Dated: 31.07.23	Application No: 23/01539/TPO
LOCATION:	Comphurst 1 The Grove Horley Surrey RH6 9HA
DESCRIPTION:	T1 Oak- Reduce lateral branches overhanging 14 Victoria road by 2m to suitable growth points. Roof has recently been replaced and tree is dropping a lot of debris. Pruning will decrease overhang and prevent future damage.
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: 23/01592/TPO
LOCATION:	Springwood 58 Massetts Road Horley Surrey RH6 7DS
DESCRIPTION:	G1 - Leylandii x 3 and Self Set Sycamore Reduce height of 3 x Leylandii by approximately 3 metres in height and cut back from neighbouring garden, rear of back boundary, as near to boundary line as possible, whilst retaining healthy growth. Fell to ground leveland poison 1 x self set Sycamore adjacent to the rear boundary fence. The trees are located in the rear garden to the right hand side adjacent to the rear boundary Reduction of the Leylandii to reduce the sail effect of the upper crowns To reduce the trees to a more suitable size for their location To allow more suitable light levels in to the neighbouring property to the rear of the rear boundary Felling of the self set Sycamore as this is an undesirable species for its location with no amenity value
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

C. RBBC Letter Dated: 04.08.23	Application No: 23/01518/TPO
LOCATION:	42 Woodman Way Horley Surrey RH6 9ZE
DESCRIPTION:	T730 (Oak) - Dead Tree - To fell to 2m and keep remaining stem for wildlife, using appropriate rigging techniques, and or hand held cuts.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

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D. RBBC Letter Dated: 04.08.23	Application No: 23/01520/TPO
LOCATION:	43 Oakwood Road Horley Surrey RH6 7BY
DESCRIPTION:	T1 Lime - Reduce back by 2m back to previous pruning points. T2 Horse Chestnut - Reduce back by 2m back to previous pruning points. Remove dead and dangerous branches. Reasons for works: During recent bad weather (wind), branches fell from the trees and hit our customers car. We propose reducing the trees to avoid any further damage and for general good tree management.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

E. RBBC Letter Dated: 07.08.23	Application No: 23/01523/TPO
LOCATION:	Land To The West Of 8 Field Close Horley Surrey RH6 9QG
DESCRIPTION:	T835 - Oak - Dead standing tree - To section fell to 2.5m and retain the stem for wildlife using appropriate rigging techniques, and or hand held cuts. T836 - Oak - To remove dead wood and upper necrotic section of stem down to suitable live growth (approximately 4m reduction in height). T837 - Wild Service tree - To section fell to 3m and retain for wildlife using appropriate rigging techniques, and or hand held cuts. Stem lean towards the east in the direction of the houses. Dysfunction around the base, audible through sounding. Bees nesting at 2.5m indicating significant internal decay and stem hollowing.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

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The following applications are for information only
31.07.23
<p><u>23/01611/CAN</u> – 6 Churchview Close Horley Surrey RH6 8SG Cypress rear garden - Reduce height by up 1.5 metres and reduce laterally by up half a metre all round . 11x6m down to 9.5x5m - works to allow light in to rear.</p> <p><u>04/02120/RM2A/NMAMD5</u> – Horley North West Development Meath Green Lane Horley Surrey Non material amendment to 04/02120/RM2A. Minor changes to the design of the play area.</p> <p><u>04/02120/RM4B/NMAMD2</u> – Horley North West Development Meath Green Lane Horley Surrey Non material amendment to 04/02120/RM4B. Minor changes to the design of the play area.</p> <p><u>23/01525/CLP</u> – 40 Lumley Road Horley Surrey RH6 7JL Hip to gable roof, loft conversion with rear dormer and outrigger extension with roof lights</p>
07.08.23
<p><u>23/01645/CAN</u> – Nuthatch 11 Russells Crescent Horley Surrey RH6 7DJ Oak - Crown lift by 2m, secondary branch removal only. Tip prune to shorten the longest overextended branches by 1m. The reason is to control the lateral spread in a garden that is relatively small for such a large tree.</p>
14.08.23
<p><u>23/01731/CAN</u> – 6 Churchview Close Horley Surrey RH6 8SG 1. Cypress rear garden - Reduce height by up 1.5 metres and reduce laterally by up half a metre all round utilising a Mobile Elevated Work Platform to allow more light into garden and property.</p> <p><u>23/01707/CAN</u> – Nuthatch 11 Russells Crescent Horley Surrey RH6 7DJ Oak tree - Shorten the longest lateral branches on the house side of the tree by a maximum of 1.5m. Crown lift by removal if drooping secondary branches only.</p>

HORLEY TOWN COUNCIL

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Reigate and Banstead Borough Council
Town Hall
Castlefield Road
Reigate
Surrey
RH2 0SH

By email: - John.McInally@reigate-banstead.gov.uk

22 August 2023

Dear John McInally

RE: CONSULTATIONS ON AMENDMENTS AND ADDITIONS TO CONSERVATION AREAS IN HORLEY

Horley Town Council [HTC] welcomes the opportunity to comment on the various consultations regarding amendments and additions to the Conservation Areas in Horley.

The Town Council's Planning and Development Committee discussed the proposed consultations at its meeting held on 29th August 2023, and our response to each consultation is set out below.

Consultation on Additions to Massetts Road Conservation Area

The Town Council is fully supportive of the existing Conservation Area designation along Massetts Road, which seeks to preserve and enhance the special architectural and historic character of the predominantly Victorian and Edwardian Villas. HTC acknowledges that this consultation seeks the addition of 3 & 5 Church Road, 1 to 23 (odd) and 4 Ringley Avenue and 18 Brighton Road. HTC agrees that these properties add to the character of this Conservation Area and reinforce the cohesive architectural style and materials from this period. The Town Council is therefore supportive of the proposed additions to ensure that such buildings and their impact on the character of this area are appropriately protected in the future.

Horley Town Council also notes the inclusion of the Horley Police Station, which it agrees adds to the Victorian vernacular, forming an entrance building to the Massetts Road Conservation Area. Indeed, Horley Town Council sought to protect the building through an application to Reigate and Banstead Borough Council for its listing as an Asset of Community Value, however, this was sadly unsuccessful. HTC are therefore supportive of this building's inclusion within the Conservation Area and the added protection that the designation will provide in any future planning decisions.

Notwithstanding the above, HTC do wish to understand further how the Council seeks to ensure the Police Station will be protected as a gateway building into the Conservation Area given that the site has been allocated in the adopted Development Management Plan under Policy HOR3? HTC's interpretation of the Policy is that any future development will need to be sensitive to the adjoining Conservation Area in terms of design and layout and whilst any redevelopment should seek to retain

the façade, it is not listed as an essential requirement (more a 'nice to have'). Does the policy need to be updated to reflect the buildings inclusion within the Conservation Area (and therefore the statutory provisions and weight to be attached to this) should this consultation proposal be approved?

Consultation on Proposed Horley Row Conservation Area

Horley Town Council is fully supportive of the proposal for this new Conservation Area which seeks to acknowledge and protect the valuable contribution the historic buildings along Horley Row make to the character of the area, particularly in terms of the materials, landscaping and general settlement pattern. HTC urge the Borough to approve this proposed designation.

Consultation on amendments to Church Road Conservation Area

HTC understand that this consultation seeks to amend the existing Church Road Conservation Area to incorporate the 1913 Churchyard extension, including the church yard wall and mature trees, as well as seek to remove the modern housing within Churchview Close. Horley Town Council are supportive of both elements of the proposal and agree that the Churchyard adds to the character and historic value of the Conservation Area whilst, conversely, the modern housing in Churchview Close provides no historic or architectural context to the designation.

Conclusion

The Town Council does not consider that the requirements for home owners from inclusion of properties within the new and extended/amended Conservation Areas to be unduly onerous and welcomes the advice and clarifications the Borough Council have made in respect of Article 4 Directions and restrictions on door/ window replacement or energy efficiency measures.

We hope that you will consider our comments regarding the proposed amendments, particularly in relation to Horley Police Station, as these proposals are considered further.

Yours Sincerely,



Town Clerk