

HORLEY TOWN COUNCIL

Minutes of a Meeting of the Planning and Development Committee held on 21 September 2021, at 7.30 pm

Present Cllrs Hannah Avery Mike George (Chairman) Martin Saunders*
James Baker Samantha Marshall Rob Spencer*
Giorgio Buttironi* Simon Marshall Fiona Stimpson
Jerry Hudson David Powell*

*** Absent**

Also Present Joan Walsh (Town Clerk)
Rachel Botcherby (Planning & Finance Assistant)

P 7163 Apologies and Reasons for Absence

Apologies were received from Cllrs Buttironi, Powell, Saunders and Spencer.

RESOLVED: Noted.

P 7164 Disclosable Pecuniary Interests and Non-Pecuniary Interests

All Councillors declared a Non-Pecuniary Interest in Agenda Item 7 (i) 01.
Application No 04/02120/RM6 | Horley North West Development Meath Green
Lane Horley Surrey, regarding the allotment sites at Westvale Park

Cllr Samantha Marshall declared a Non-Pecuniary Interest in Agenda Item 7 (i)
11. 21/00838 | Thurgarton Cottage Meath Green Lane Horley Surrey RH6 8HZ,
as she is acquainted with the applicant.

RESOLVED: Noted.

P 7165 Approval of Minutes Planning & Development Committee – 17 August 2021

**RESOLVED: that the minutes of the above meeting of the Planning &
Development Committee, be approved.**

Planning Updates

P 7166 Earlswood Homes - Pre-Planning Proposals for Residential Development at land off Haroldslea Drive

The Town clerk updated the Committee on the online public consultation event
and engagement carried out by Earlswood Homes. In addition to the 35 residents
that attended the online event, more than 30 questions were asked during the
session which Earlswood Homes will be responding to.

Although the exhibition was held on 06 September, the team are still keen to
know residents' thoughts about the emerging proposals which continue to be
displayed online at the link below. Residents will be able to submit their feedback
directly to the team.

<https://www.haroldsleameadows.co.uk/public-consultation>

RESOLVED: noted.

P7167 Horley Town Management Group (HTMG) Update

The Town Clerk advised that the HTMG meeting took place on 14 September 2021 and was well attended (minutes appended). She advised that the HTMG Membership was reviewed to seek to secure a good overall balance of officers, local businesses/ retailers, and community groups. The final membership is to be confirmed at the next meeting. A presentation was provided by SCC/RBBC Project Officers on the Borough's 'Delivering Change' workstream and provided an update on the four key infrastructure projects within the Town Centre. It was noted that much of the works on all four projects would be completed within the next 5 years.

The Wayfinding Signage project was also discussed and updates from RBBC are expected at the next meeting. The Planning Chairman advised the committee that he was concerned that the provision of free parking (as compensation for the removal of the existing on-street bays in Victoria Road) appeared to be less certain than previous meetings with project officers, as it was advised that discussions were ongoing with the car parks manager. Cllr Baker advised that all correspondence he had seen on the project still contained reference to it but agreed it was a detail that should not be lost as the project progresses. The next meeting would be held on 26 October, 6pm at the HTC Offices (Edmonds Hall).

RESOLVED: Noted.

P 7168 Determined Planning Applications

Members reviewed the list of Planning Applications determined for the period 13 August 2021 to 16 September 2021.

RESOLVED: noted.

P 7169 Planning Applications received from Reigate & Banstead Borough Council for the period 13 August 2021 to 16 September 2021.

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 7170 Planning Appeals, during the period 13 August 2021 to 16 September 2021.

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

RESOLVED: noted.

Highways Matters

P 7171 Horley Pavement Audit Committee

The Chairman of the Horley Pavement Audit Committee (HPAC) gave an update from their last meeting and provided a list of defects to be raised with SCC Highways. It was noted that the hedging along Smallfield Road towards Smallfield by the 'Welcome to Horley' sign also needs reporting.

It was also noted that a number of road signs need cleaning or are hidden by trees, particularly the signs around the Longbridge Roundabout.

RESOLVED: HTC to log defects with SCC.

(Supplementary Note: it was agreed with the Planning Chairman that HPAC would be reminded of the process of logging defects with SCC themselves).

P 7172 Alleyway leading from Charlesfield Road to Horley Recreation Ground

The Town Clerk advised that initial discussions with both the County and Borough Councils had failed to establish ownership of the footpath and therefore responsibility for its maintenance. Defects have been logged with both authorities and the Borough's Street Cleansing team have added the alleyway to their list for litter clearing, however ongoing maintenance issues would require ownership to be established.

RESOLVED: HTC to undertake a land registry search of the alleyway leading from Charlesfield Road to Horley Recreation Ground to identify ownership for maintenance purposes.

P 7173 Traffic Speeds on Wheatfield Way, Langshott

Cllr Beech provided an update on his discussions with Cllr Matt Furniss, Cabinet Member for Highways and officers in the Highways Department at Surrey County Council. It was noted that due to lack of funding and the prioritisation criteria, any changes to the road layout or engineering solutions were unlikely or would take some time to be progressed.

Cllr Beech had therefore asked highways to investigate the feasibility of vehicle activated signs in order to try and reduce speeds on this stretch of road. Initial discussions with the Road Safety Manager, suggested that the best location for VAS signage would be on column 19 or 21 reflecting the survey undertaken on column 19 which showed average speeds of 35mph northbound and 34mph southbound vs 29mph recorded from column 12. The advantage of mounting it on one of the existing columns would be that there is already a power source to draw from. Cllr Beech stressed that discussions were still at an early stage and there has been no firm commitment to this.

In addition to this, Cllr Beech had requested that SLOW markings are painted on both directions of the road prior to the raised table/informal crossing and that the markings on the table are renewed as they are currently very faded. He had been advised that because there were existing cycle and road hump warning signs on both approaches to this informal crossing, SCC were able to provide SLOW markings at this location. However, there was limited funding for new signs and road markings in Reigate & Banstead and what there is has already been committed at other locations for this financial year. It was hoped that it would be arranged for these SLOW markings to be laid next financial year 2022/23 subject

to available funding. The markings on the raised table, would be inspected shortly and added on the list to be refreshed.

The Town Clerk confirmed that HTC had requested that the issue be included on the agenda for the next Reigate and Banstead Local Area Committee which is set for 1st November 2021 and that Cllrs George and Andy Lynch (SCC) would be able to make representations at the meeting if required.

RESOLVED: noted.

P 7174

Lee Street Speeding Concerns

The Planning Chairman advised that two residents had now contacted him regarding speeding concerns along Lee Street, as well as excessive use of the road by HGVs. It was noted that Surrey Police had acknowledged that there may be a speeding issue along Lee Street and that they would do some monitoring.

It was noted that there had been some damage to the railings on the bridge at the bend on Lee Street. Cllr George had also contacted Cllr Lynch regarding a car that has gone over the grass near the water works.

RESOLVED: Update noted.

P 7175

Precinct Paving

The Town Clerk advised that the SES Water Meter covers in the Town Centre Precinct appeared to have been reinstated flush with the paving stones.

RESOLVED: noted.

P 7176

Paving in Consort Way (Victoria Square)

The Town Clerk provided an update on the several trip hazards identified outside McColls Newsagents on the corner of Victoria Square (and other areas nearby) due to the underground London Plane Tree roots pushing the paving upwards. Since the tree was positioned on private land, none of the principal authorities were accepting any liability.

RBBC later advised that HTC could put in an application for tree works to be undertaken. The Town Clerk responded, by advising that HTC Members were very disappointed that the LPA could not intervene to have the matter resolved and as a preventative measure to avoid serious personal injury. She advised that HTC had already taken every action possible to escalate the matter to the appropriate authorities, from carrying out a land registry search to identify the landowner, then writing to them and liaising with their contractor and putting both parties in contact with the RBBC Tree Officer but no further action was taken.

Cllr Samantha Marshall questioned whether it could be reported to the HSE but this and several other avenues had already been pursued by HTC along with Planning Enforcement and Licensing Officers but none could intervene as the area was on private land. Members present considered that the matter required further legal advice and this would be followed up accordingly.

RESOLVED: that a further update on the Paving in Consort Way (Victoria Square), be provided at a subsequent meeting of the Planning & Development Committee).

P 7177

SCC Highways Bulletins

P 7178

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

Airport Matters

GAL: Proposals by Gatwick Airport to bring its Northern Runway into routine use alongside its Main Runway and the DCO Process (Closing Date: 1 December 2021)

The Town Clerk advised that there were several opportunities to review the consultation material on the Northern Runway Project including, inter alia, visiting the community information van here in the car park at the Council Offices on the following dates:

- 21 October 2pm-5pm
- 13 November 2pm-5pm

A hard copy is also located in the library.

The Planning Chairman advised that he had undertaken an initial review of some of the material, which had identified that Church Meadows was proposed to be used as a balancing Pond, part of the A23 (bordering onto Riverside Garden Park) is to be cut away to support highway works, a new express filter lane was proposed at the Longbridge Roundabout and a new flyover is proposed for the South Terminal. The Chairman advised that the project was not expected to be completed until 2032, so a 10 year + programme of works, not all of which were contained within the existing confines of the airport boundary, would thereby have a potentially significant impact on Horley.

It was also noted that land owned by SCC and/or RBBC which is currently allocated for the new business park is proposed to be used as a contractor works unit which could delay any proposals for the business park, as well as having a potential impact on residents due to operating hours (24/7).

The Planning Chairman proposed that a working group is established to ensure all material can be covered and a response drafted. The 4 key issues he identified are:

- Surface Access
- Flooding
- Noise
- Air Quality

Cllr Stimpson and Cllr Baker volunteered to assist the Planning Chairman. It was also suggested that Cllr Saunders be approached.

The Planning Chairman advised that he will be liaising with RBBC regarding specific topics but that initially Leon Hibbs (RBBC) had advised he is happy to discuss Air Quality and Noise. It was noted that Ian Dunsford (RBBC Head of Policy) and Cllr Richard Biggs (Portfolio Holder) would be leading on the Borough Council's statutory consultee response.

RESOLVED: A draft response is to be presented for discussion at the Planning and Development Committee in November 2021.

P 7179

GATCOM: DfT Consultation on Night Flights, Stage 2

The Town Clerk advised that the Council's response to the DfT's Night flights consultation had been submitted, with a copy sent to the Planning Policy Manager and Cllrs Richard Biggs and Natalie Bramhall at Reigate & Banstead Borough Council.

RESOLVED: Noted.

P 7180

GATCOM: Newsletters and Updates

RESOLVED: that the latest GATCOM newsletters and updates, previously circulated to Members, be noted.

P7181

SCC: Surrey Transport Plan 2022-2032 Consultation Draft

The Planning Chairman discussed the draft response to the consultation, highlighting that the SCC portal was really aimed at residents rather than organisations or group responses. However, it was agreed that a response from HTC would be submitted by email.

RESOLVED: that the Town Council's formal response to the SCC Surrey Transport Plan 2022-2032 Consultation Draft, be approved (copy appended to the minutes).

P 7182

Letters Received

From	Subject	Date	Action
Mole Valley District Council	Draft Mole Valley Local Plan (Proposed Submission Version – Regulation 19) Publication Stage Representations Statement	20.09.21	HTC to draft & submit a response regarding impact on Horley infrastructure from Hookwood proposals. Draft to be ratified at 16 th November Meeting.

P 7183

Diary Dates

28 September 2021, 7.30 pm: **Finance & General Purposes Committee Meeting** (Edmonds Hall).

05 October 2021, 7.30pm: **Leisure & Amenities Committee Meeting** (Edmonds Hall).

08 October 2021, 7.00pm: **Horley in Bloom Awards Ceremony** (Edmonds Hall).

14 September 2021, 6.00 pm: **Horley Town Management Group** (Edmonds Hall)

RESOLVED: noted.

P 7184 Press Release

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

Meeting closed at 20.56 pm Date of next meeting: 19 October 2021.

List of Planning Applications
Registered by Reigate & Banstead Borough Council
During the period 13 August 2021 – 16 September 2021
To see plans please CTRL+click on the application number to follow the link

01. RBBC Letter Dated: 12.08.21	Application No: 04/02120/RM6
LOCATION:	Horley North West Development Meath Green Lane Horley Surrey
DESCRIPTION:	Reserved Matters Application at North West Horley (appearance, landscaping, layout and scale) pursuant to 04/02120/OUT for the construction of two allotment sites and associated storage and toilet facilities, access road, parking, levels, drainage and ancillary works.
HORLEY TOWN COUNCIL COMMENTS (Ratified 21/09/21)	No objection – but we have the following concerns /queries. Will the proposed chain link boundary fence provide adequate site security & why is a natural hedge boundary only proposed for the southern site?

02. RBBC Letter Dated: 13.08.21	Application No: 21/01863/F
LOCATION:	Friars 210 Smallfield Road Horley Surrey RH6 9LS
DESCRIPTION:	Erection of a replacement dwelling.
HORLEY TOWN COUNCIL COMMENTS (Ratified 21/09/21)	No objections but we note the proposed building lies within flood zone 3 & the mitigation through raised floor levels.

03. RBBC Letter Dated: 13.08.21	Application No: 21/02105/S73
LOCATION:	Newlands 37 Ringley Avenue Horley Surrey RH6 7EZ
DESCRIPTION:	Demolition of the existing garage. Additional ground and first floor extensions to the rear. New garage and utility to the side. Variation of Condition 1 of Permission 21/00008/HHOLD. Amended plans : Change in style for the ground floor extension with a parapet wall, and ornate coping stones. Adding further Velux windows.
HORLEY TOWN COUNCIL COMMENTS (Ratified 21/09/21)	No objections

04. RBBC Letter Dated: 13/08/21	Application No: 21/02174/CLP
LOCATION:	Seefeld 21 Woodroyd Gardens Horley Surrey RH6 7LP
DESCRIPTION:	Hip to gable and dormer to rear plus roof lights on front slope.
HORLEY TOWN COUNCIL COMMENTS (Ratified 21/09/21)	No objections

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05. RBBC Letter Dated: 25.08.21	Application No: 21/01829/HHOLD
LOCATION:	10 Grays Wood Langshott Horley Surrey RH6 9UT
DESCRIPTION:	Single storey rear extension and garage conversion
HORLEY TOWN COUNCIL COMMENTS (Ratified 21/09/21)	No objections

06. RBBC Letter Dated: 25.08.21	Application No: 21/02267/F
LOCATION:	Barclays Bank Plc 105 Victoria Road Horley Surrey RH6 7AX
DESCRIPTION:	Existing projecting signage to be removed. brickwork to be made good on completion. Existing ATM to be removed. Opening to be covered with RAL 9004 panel upon completion. Existing fascia signage to be removed, surround to be made good on completion.
HORLEY TOWN COUNCIL COMMENTS (Ratified 21/09/21)	No objections

07. RBBC Letter Dated: 31.08.21	Application No: 21/02260/F
LOCATION:	Land Rear Of 57 Silverlea Gardens Horley Surrey RH6 9BA
DESCRIPTION:	Alterations and extensions to existing dwelling. Proposed 3 bed bungalow to the rear.
HORLEY TOWN COUNCIL COMMENTS (Ratified 21/09/21)	No objections

08. RBBC Letter Dated: 31.08.21	Application No: 21/02266/HHOLD
LOCATION:	12 Heritage Lawn Langshott Horley Surrey RH6 9XH
DESCRIPTION:	Two storey side extension
HORLEY TOWN COUNCIL COMMENTS (Ratified 21/09/21)	No objections

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09. RBBC Letter Dated: 31.08.21	Application No: 21/02152/HHOLD
LOCATION:	31 Chesters Horley Surrey RH6 8BP
DESCRIPTION:	Removal of existing conservatory windows and roof. Raise existing dwarf walls. Install rear bifold doors and side window. New roof single pitch back to house. Complete with 2No roof windows. All materials bricks, roof tiles to match existing.
HORLEY TOWN COUNCIL COMMENTS (Ratified 21/09/21)	No objections

10. RBBC Letter Dated: 02.02.21	Application No: 21/02314/HHOLD
LOCATION:	Pine Trees Greenfields Close Horley Surrey RH6 8HX
DESCRIPTION:	Loft conversion and 1st floor extension.
HORLEY TOWN COUNCIL COMMENTS (21/09/21)	No objections

11. RBBC Letter Dated: 03.09.21	Application No: 21/00838/F
LOCATION:	Thurgarton Cottage Meath Green Lane Horley Surrey RH6 8HZ
DESCRIPTION:	Erection of three detached dwellings, provision of new access with car parking for 6 cars, with the retention of the existing dwelling. As amended on 06/08/2021, on 19/08/2021 and on 02/09/2021.
HORLEY TOWN COUNCIL COMMENTS (21/09/21)	No objections but we note the comments of SCC Highways and the Conservation Officer.

12. RBBC Letter Dated: 03.09.21	Application No: 21/02329/HHOLD
LOCATION:	Pakhurst House 55 Meath Green Lane Horley Surrey RH6 8HN
DESCRIPTION:	Proposed internal and external alterations. To include garage conversion, single storey side/rear extension, new parapet roof to existing single storey element, addition of timber cladding, fenestration changes and creation of open air courtyard area.
HORLEY TOWN COUNCIL COMMENTS (21/09/21)	No objections

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13. RBBC Letter Dated: 06.09.21	Application No: 21/02262/HHOLD
LOCATION:	57 Silverlea Gardens Horley Surrey RH6 9BA
DESCRIPTION:	Demolish part of existing building and provide rear extension with converted loft over, including a proposed side facing dormer.
HORLEY TOWN COUNCIL COMMENTS (21/09/21)	No objections

14. RBBC Letter Dated: 06.09.21	Application No: 21/02290/HHOLD
LOCATION:	19 Balcombe Gardens Horley Surrey RH6 9BY
DESCRIPTION:	Single storey rear extension
HORLEY TOWN COUNCIL COMMENTS (21/09/21)	No objections

15. RBBC Letter Dated: 07.09.21	Application No: 21/02346/F
LOCATION:	Land R/O 43-49 High Street Horley Surrey RH6 7BN
DESCRIPTION:	Residential development of 3 no. 3 bedroom 6 person houses on land to the rear of 43-49 High Street, Horley
HORLEY TOWN COUNCIL COMMENTS (21/09/21)	Horley Town Council OBJECTS on the following grounds: i. Over development of the site ii. Out of character with surrounding properties iii. Adverse impact on Neighbour Amenities iv. Inappropriate mass and height of development

16. RBBC Letter Dated: 09.09.21	Application No: 21/02356/HHOLD
LOCATION:	257 Balcombe Road Horley Surrey RH6 9EF
DESCRIPTION:	Proposed single storey front, side and rear wraparound extension
HORLEY TOWN COUNCIL COMMENTS (21/09/21)	No objections

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17. RBBC Letter Dated: 09.09.21	Application No: 21/02101/CON SCC Ref: 2021/0119
LOCATION:	The Oakwood School, Balcombe Road, Horley RH6 9AE
DESCRIPTION:	Two-storey extension to school to provide additional classrooms and reorganisation of existing hard standing areas to provide parking and play space, including two additional parking spaces.
HORLEY TOWN COUNCIL COMMENTS (21/09/21)	No objections

18. RBBC Letter Dated: 10.09.21	Application No: 21/02389/HHOLD
LOCATION:	23 The Meadway Langshott Horley Surrey RH6 9AW
DESCRIPTION:	Loft conversion, hip to gable and single storey rear/side extension.
HORLEY TOWN COUNCIL COMMENTS (21/09/21)	No objections

19. RBBC Letter Dated: 14.09.21	Application No: 21/02184/HHOLD
LOCATION:	4 Bremner Avenue Horley Surrey RH6 8EP
DESCRIPTION:	Proposed part two storey, part single storey side extension, single storey rear extension, proposed front elevation first floor windows and demolition and replacement of garage.
HORLEY TOWN COUNCIL COMMENTS (21/09/21)	No objections

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Tree Works (Non-Felling)

A. RBBC Letter Dated: 17.08.21	Application No: 21/02201/TPO
LOCATION:	The Squirrels 11 Kiln Lane Horley Surrey RH6 8JG
DESCRIPTION:	T1 Oak- Remove epicormic growth. Tree has small amount of new epicormic growth that has previously been removed year after year.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

B. RBBC Letter Dated: 24.08.21	Application No: 21/02161/TPO
LOCATION:	Fairfield Green Thomas Waters Way Horley Surrey RH6 9FZ
DESCRIPTION:	The tree is approximately 30' away from a row of houses and the limb in question is facing these houses . Remove 1 branch located 20' up and has a very large crack in it and is considerably dangerous.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

C. RBBC Letter Dated: 24.08.21	Application No: 21/02200/TPO
LOCATION:	10 Grendon Close Horley Surrey RH6 8JW
DESCRIPTION:	T1 Ash- Reduce lateral branches overhanging garden of 7 Kidworth Close by 2m (previous points) to secondary growth points leaving natural form. Tree is overhanging garden by a substantial amount causing excessive shading the that are of the garden.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

D. RBBC Letter Dated: 01.09.21	Application No: 21/02319/TPO
LOCATION:	Hebe Haven 1A Avenue Gardens Horley Surrey RH6 9BS
DESCRIPTION:	T1 T2 Oak- Reduce height and spread by 1.5m by leaving natural shape. Crown lift to height of 5m. Trees are of mature size and close to property. Reduction will bring trees back in line with surrounding area. Lower canopy is now very low over highway. Crown lift to 5m all round to remove possibility of damage from vehicles and to balance crown.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

List of Planning Applications

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E. RBBC Letter Dated: 01.09.21	Application No: 21/02369/TPO
LOCATION:	Land Parcel Rear Of 2 - 10 Furze Close Horley Surrey
DESCRIPTION:	G1- Mixed woodland- Remove four small self seeded poplars closest to rear fence boundary. Trees are small in diameter but have grown quite tall and overhang garden considerably. Removal would give some boundary clearance preventing further works in the near future. Hazel along front fence boundary in G1- reduce to height of fence. Considerable overhang. G2- Mixed woodland- Cut back to fence to suitable growth points. trees are encroaching boundary line.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

F. RBBC Letter Dated: 01.09.21	Application No: 21/02397/TPO
LOCATION:	34 Chaffinch Way Horley Surrey RH6 8HJ
DESCRIPTION:	Rear Garden T1 - Chestnut Reduce crown by up to approximately 3 metres, back to previous reduction points. Remove deadwood. T1 1x Chestnut is in the rear garden along the left- hand boundary of number 34. The tree is of a large spreading nature straddling gardens and encroaching on the the property. The works are part of a regular maintenance program to retain the tree at a suitable size for its location. The tree is the cause of an unreasonable amount of shade to the rear aspect of the property
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

**Minutes of the meeting of
Horley Town Management Group
held at the Edmonds Hall, on Tuesday, 14 September 2021, 6.00 pm**

Present: Cllr Andy Lynch (AL) - RBBC (Chairman)
Patricia Huertas (PH) – SCC (Part Meeting)
Catherine Radziwonik (CR) – RBBC (Part Meeting)
Cllr Richard Biggs (RB) – RBBC
Cllr Simon Marshall (SM) - HTC
Cllr Fiona Stimpson (FS) - HTC
Mike Humphrey (MH) – HCoC
Cllr Mike George (MG) - CLRA
Martin Saunders (MS) - TARA
Kim Hewett (KH) - HATs
Joan Walsh (JW) - Town Clerk & Secretary to TCMG
Rachel Botcherby (RB) – Planning and Finance Assistant HTC

1 Apologies for Absence

Apologies were received from Chris Hancock ('The Bull 'Public House), Cllr Jordan Beech (SCC/HTC), Simon Bland (RBBC), Diane Dunkley (RBBC), Cllr Rob Spencer (HTC), Chris Sharville (Horley Online).

2 Constitution

- i) Andy Lynch (AL) was elected as Chairman until April 2022 (SM proposed and FS seconded).
- ii) Chris Hancock was elected as Vice-Chairman until April 2022 (AL proposed and SM seconded).
- iii) The HTMG Membership was reviewed. MS suggested inviting the Horley Health Alliance (Horley Health Hub) to have a representative. MH agreed to ask whether any members of the HCoC would wish to have representatives on HTMG to increase the number of representatives from the business, retail/trader sector. It was also suggested that Tony Freeman (RBBC Community Development Worker) and Natalie Hughes (Horley YMCA Centre Manager) be contacted to consider joining the group.

ACTION: HTMG Membership to be confirmed at the next meeting.

- iv) It was agreed that all other sections of the Terms of Reference to remain as originally drafted (copy appended).
- v) JW advised that the HTMG Bank Account with HSBC requires up to date signatories in order to ensure that future funds can be accessed. She alerted Members to the fact that dormant Bank Accounts would cause problems for future access unless regular transactions were being carried out which had not been the case previously. She added that there may be other options to consider, such as closing the HTMG Bank Account with HSBC and entrusting the funds to HTC to manage through

a separate earmarked fund, subject to a letter of authority being provided by the HTMG Chairman. The matter would be followed up and agreed at the next meeting.

ACTION: HTC to follow up on possible options for future banking arrangements by HTMG, for agreement at the next meeting.

3 'Delivering Change' Refurbishment Projects and Public Realm Works in Horley Town Centre

A presentation was provided by SCC/RBBC Project Officers highlighting the new community-led model proposed towards the economic, social and cultural renewal of Horley (post-COVID). A decision is pending on their bid for funding from the Community Renewal Fund, however, SCC are committed to moving forward on the new model.

CR presented [the Borough's 'Delivering Change' workstream and outlined the 4 key projects](#) that are being progressed, with capital funding principally coming from existing S106 money.

3.1 A refurbished subway

CR advised that RBBC are continuing discussions with Network Rail and that survey work is ongoing regarding the existing water pump/ flooding issues. A design team is in place awaiting survey results. In addition, CR advised that the advertising hoardings had been removed by Network Rail. FS made the suggestion for an extended canopy over the subway to prevent heavy rainfall from entering the subway.

3.2 Public realm improvements to the High Street to address the poor-quality environment

CR advised that this was part of the levelling up work to the precinct and that the scope of works covers the area from Albert Road to the Railway Bridge. Improvements being considered included pavement widening, benches, street trees etc. A design team was in place, but work has been paused pending the recommencement of traffic surveys post COVID.

3.3 Installation of pay-on-exit parking in the Victoria Road and Central car parks to overcome perceived issues of parking being a barrier for town centre visitors

CR advised that the car park infrastructure works were out to tender. However, there was a need for power and BT infrastructure to be installed into the site to enable the works.

MG queried whether there was potential for removing spaces from the High Street to enable pavement widening (albeit retaining accessible spaces), alongside the possibility of an initial 30 minutes' free parking. CR confirmed that all options were still being considered.

MG highlighted the discrepancies/conflicts between the recent SCC Highways consultation proposals and the RBBC proposals through the town centre. In particular, the SCC proposal to remove the right turn junction from Victoria Road to Consort Way East. CR thanked MG for highlighting these and advised that the two work streams

were now more aligned.

3.4 Bringing forward the development of the underutilised High Street Car Park site to deliver much needed new homes through a residential led scheme

CR advised that the design team are in place for this project and that the Borough's Site Allocation policy stipulated 40 residential units (likely to be flats) and approx. 1000sqm of non-residential ground floor space. In addition, the landscaping and public realm improvements for this site would need to be joined up with the public realm subway improvements.

CR indicated that a Public engagement/consultation on the initial designs was anticipated for Autumn 2021 but there was no fixed date as yet.

3.5 Levelling Up Fund

CR thanked HTC for the letters of support provided to assist this funding bid. CR advised that there was approx. £2.7million put into the project '**Your Horley**' with considerable emphasis on public realm improvements. The project was split into 3 key workstreams – '**Your High Street**', '**Your Victoria Road**', and '**Your Services**'.

An application had been made for funding to provide the installation of infrastructure/equipment for a future market and funding for the power infrastructure to enable the installation of electric vehicle charging points in Consort Way East.

3.6 Timescales

CR advised that the timescales for the 4 key projects were anticipated to be as follows:

Refurbished Subway – Funding was available this financial year, therefore, timeline subject to outstanding discussions with Network Rail but anticipated that progress would be made before the end of 2021.

Public Realm Improvements – Resurfacing works to Central Car Park anticipated shortly but that consultation with wider stakeholders can begin before/ in tandem with car park works.

Pay on Exit Parking Barriers – Works subject to power network installation but ideally works undertaken within this financial year.

High Street Car Park – Initial design consultation and public engagement expected in Autumn 2021 with a planning application submitted next year.

CR anticipated that the majority of the works on all 4 of the key projects would be completed within the next 5 years.

PH explained that SCC were seeking to understand the HTMG vision for the town centre and advised that the last 3 months had been focussed on engaging with local stakeholders including, amongst others, local hotels/B&B, the Archway Theatre, Chamber of Commerce, Oakwood School, Yattendon School, Scotia Gas, Stark Energy as well as other community groups and the 'Growing Health Together' alliance.

PH explained that SCC were developing operating frameworks with Officers from across all different disciplines coming together to talk about specific locations. The idea being to pool contacts, projects, timescales, engagement events as well as establishing a set of working principles.

MS highlighted Horley's growing population as a key asset as well as the opportunities afforded by post-COVID working patterns which the town centre could capitalise on – consideration particularly focused on the proposals of a town centre business hub initiating secondary spending on other services, such as, dry cleaners, barbers/ hairdressers, restaurants etc.

MS queried whether there were alternative business funding models if the funding bids weren't successful. RB advised that one option would be to utilise some of the Borough's CIL money.

MG highlighted the 'community feel' as distinctive to Horley and that he would not wish to see this lost. It was acknowledged that Horley is a centre in its own right, particularly for the communities of Hookwood and Charlwood and to an extent Smallfield.

It was agreed that a copy of the Horley Town Centre Vision (2015) Document be recirculated to all.

4 Horley Town Centre Wayfinding Signage Proposal

Discussion on the Wayfinding signage project identified that RBBC were reviewing signage locations and ensuring no gaps in the original conceptual plan. MG advised that HTC were supportive of a local contractor for the works but suggested an updated map.

MG added that there was also a strong desire for new signage to be also placed outside the town centre, in surrounding areas, should this be made possible.

A question was raised regarding the outstanding funding held by RBBC in relation to the 'Mary Portas Fund' that would be used in part to fund the new town centre signage.

ACTION: RB to check the position on the 'Mary Portas Fund' with RBBC.

FS raised concern about the proposed cycle route from the Town Centre to Meath Green Lane identified in the LCWIP and suggested an alternative route using the National Cycle route through Langshott and the Acres. However, it was acknowledged that human nature would always seek the shortest direct route, which therefore needed to be addressed.

At this juncture of the meeting, AL made a sincere note of thanks to the SCC/RBBC Project Managers (PH/CR) for being present and for providing their very comprehensive and informative briefing with reference to their PowerPoint presentation. PH confirmed that her contact details could be circulated and that SCC/RBBC were keen to retain open and ongoing dialogue. AL added that they would be welcome to attend future HTMG meetings to share further information as plans progress. PH/CR then left the meeting.

5 Planning Applications

5.1 P/A No. 21/02267/F – Barclays Bank Plc, 105 Victoria Road, Horley

It was noted that the above application for the existing signage and ATM to be removed has been registered with RBBC. A decision had not yet been determined by the Borough Council.

JW added that HTC had initiated the discussions with Barclays Bank and RBBC to agree arrangements for the mobile banking van to be brought into Horley once the branch closed on 22 October 2021 and it was understood this would be on a fortnightly basis. Further details about the facility would be provided once made available by Barclays.

5.2 P/A No. 21/02346/F – Land R/O 43-49 High Street, Horley

It was noted that the above application for residential development of 3 x Three bed house has been registered with RBBC. A decision had not yet been determined by the Borough Council.

5.3 P/A No. 19/01417/OUT – M&G Catering Equipment, 10A High Street, Horley

It was noted that the above application for the demolition of the existing building and one four storey block containing 12 x 2-bed apartments had been dismissed at appeal.

5.3 P/A No. 21/01784/CU – The Stapley Building, 24B High Street, Horley

It was noted that a change of use application for Sui Generis (hot-food takeaway) and the installation of extractor flue pipe has been registered with RBBC. A decision had not yet been determined by the Borough Council.

6 Any Other Business

6.1 Pavement Audit – Horley

FS highlighted concerns regarding the repair of the alleyway between Charlesfield Road and the Recreation Ground, particularly as it appears unclear who owns it.

It was agreed that relevant updates from the Pavement Audit Committee would remain on the HTC Planning Agenda for future meetings.

6.2 RBBC Local Business Awards

The Borough's Economic Prosperity Officer sent in a written update to advise that the business awards were being launched on 22nd September, with entries open until 4th October and the presentation event taking place on 27th January 2022.

HTMG short-listed the following four businesses for consideration in the High Street Hero category.

- Chris White Butchers
- 1st Class Flowers
- Chalk Hills Bakery (Gatwick Metro Centre)
- Dapper Shoes

ACTION: HTC to pass on to RBBC.

(Supplementary Note: HATs have been in contact with HTC and RBBC regarding the

business awards).

6.3 Defibrillator Programme

JW informed the group that HTC had recently managed the installation of another defibrillator which is now in situ outside 'The Bull' Public House after the equipment was donated by a [local charity, Rapid Relief Team](#) and this had been added to the [Horley Programme of Defibrillator Locations](#) originally launched by the HTMG. Further funding would need to be sort for additional defibrillators.

- 6.4** RB advised that funding for defibrillators for public use could be available through the [RBBC Community Small Grants Scheme](#) and he would aim to support local groups who wished to make an application.

Additional Town Centre Retail Kiosks

It was agreed that HTC would draft a letter of support endorsing the suggestion for additional retail kiosks to be placed near the Factory Shop on Consort Way East.

ACTION: HTC to liaise with RB.

- 7** **Date and venue of next meeting: Tuesday 26th October 2021, 6 pm: Edmonds Hall, Albert Rooms, 92 Albert Road, Horley RH6 7HZ.**

The meeting closed at 8.06pm

HORLEY TOWN COUNCIL

Joan Walsh
Town Clerk
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Surrey County Council
Transport Policy
Environment and Infrastructure Directorate
County Hall
Kingston upon Thames
Surrey
KT1 2DN

By email: surreytransportplan@surreycc.gov.uk

24 September 2021

Dear Sirs

Surrey County Council Local Transport Plan 4 (LTP4) Public Consultation

Thank you for the opportunity to respond to the above-entitled consultation, I am responding on behalf of Horley Town Council. The matter was considered at our Planning Committee meeting on 21 September and the following comments are set out below:

Horley Town Council is broadly in favour of the vision and proposals set out in this latest iteration of the SCC Local Transport Plan. These include plans to reduce carbon emission levels (currently at 46%); improved walking and cycling routes, more charging points for electric vehicles, increased bus services and redesigning neighbourhoods to improve accessibility and avoid the need to travel by car. The Town Council passed a Motion declaring a [Climate Emergency in 2019](#) and are supportive of all measures that seek to address climate change.

The Town Council supports the aim of responding to the challenges of climate change and to addressing other sustainability issues. The Town Council supports the aim to significantly reduce transport carbon emissions to meet the net zero challenge and to support enhancement of Surrey's economy and communities, as well as the health and quality of life of residents.

The Town Council supports plans which seek to reduce the need to travel and to promote cycling, walking and public transport and make a better use of public space.

The Town Council is supportive of all residents having access to appropriate transport facilities and protection from the harmful emissions caused by traffic pollution.

Members highlighted the way we shop via out-of-town retail parks & the ongoing switch to online shopping has created car & van journeys. The increase in the latter shows no sign of reducing even after COVID restrictions have been relaxed or stopped. Horley Town Council therefore question whether one courier van doing multiple drops results in less journey miles & emissions compared to all those customers making individual journeys to the shop/supplier?

The Local Transport Plan acknowledges that the economic success of Surrey is in part due to its location bordering the two major international airports of Heathrow and Gatwick and that Surrey's local transport network and infrastructure contribute to strong national and international connectivity, which is an important driver of business location decisions within the county.

However, it is not clear from the Local Transport Plan 4 Consultation document that consideration has been given to the ambitious growth plans for Gatwick being progressed by Gatwick Airport Ltd & whether their impacts on the areas transport infrastructure, vehicle movements & impacts on air quality have been considered.

Furthermore, the Town Council seeks assurance that there will be sufficient funding to enable these proposed plans to be implemented and enforced.

We do hope that our above comments will be given due consideration and we look forward to hearing the outcomes in due course.

Yours faithfully,



Joan Walsh
Town Clerk
Horley Town Council

Ian Dunsford, RBBC Planning Policy Manager
Cllr Richard Biggs, Cabinet Member for Planning Policy, RBBC



From: [Rachel Botcherby](#)
To: planning.policy@molevalley.gov.uk
Cc: [Joan Walsh](#)
Subject: Draft Mole Valley Local Plan (Proposed Submission Version – Regulation 19)
Date: 27 September 2021 14:26:00
Attachments: [16.MVDC Local Plan Response Let.pdf](#)
Importance: High

Dear Sirs

Thank you for notifying us of the publication of the Draft Mole Valley Local Plan (Proposed Submission Version – Regulation 19 consultation). Members of the Horley Town Council (HTC) Planning and Development Committee discussed the proposed plan at our meeting on 21st September 2021.

Whilst it was noted that the overall housing target across the plan area has been reduced, the proposed housing on the site allocations located in Hookwood have increased from 490 to 563 (a 14% increase), in large part due to the inclusion of an additional site allocation (Policy DS42: Land at Povey Cross Farm, Hookwood).

As such Horley Town Council remain gravely concerned about the impact of these proposed site allocations (now referred to as DS41, DS42, DS43 & DS44) on local infrastructure (including education, health, transport, flooding & water capacity) in Horley and consider that the comments made to the previous consultation (attached herewith) still remain applicable.

Based on the Statement of Common Ground with the surrounding authorities, HTC would question whether such cross-boundary strategic infrastructure matters have been adequately addressed for the plan period to enable the plan to be found “sound”.

We trust that the attached comments will be duly received and noted.

Best regards

Rachel

Rachel Botcherby, Planning & Finance Assistant, Horley Town Council
Please note my working days are Monday, Tuesday, Thursday and Friday

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www.horleysurrey-tc.gov.uk; <http://twitter.com/horleyTC>

For regular updates and information, please sign up to the Enewsletter from the Home Page on the HTC website shown on the link [here](#).

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HORLEY TOWN COUNCIL

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Planning Policy,
MVDC,
Pippbrook,
Reigate Road,
Dorking,
RH4 1SJ
By email: - planning.policy@molevalley.gov.uk

18 March 2020

Dear Sirs

RE: - Future Mole Valley - Draft Local Plan

Horley Town Council [HTC] welcomes the opportunity to comment on the Draft Local Plan and has considered the proposed plan at their planning meetings.

We refer to the sites you have identified as SA43/44; but in particular SA42 located in Hookwood.

Their geographical location in relation to Horley gives us grave concerns on many infrastructure matters. It is unfortunate that neither the Draft Plan nor the recent public exhibition held in Hookwood provided any information regarding supporting infrastructure.

Undoubtedly, the residents of these sites will look to Horley to meet their needs for education and health care. At present our current infrastructure is unable to meet the demands of Horley residents, let alone the increased impacts from the growth in our Horley population from the new developments within Horley.

Medical Provision

The three Horley GP practices are operating with closed lists; whilst only one of our dental practices is accepting NHS patients.

Education Provision

Though the Westvale Park development is scheduled to have a new two form entry primary school in operation from September 2020 it will be a phased opening therefore some six years before it is in full operation; similarly the primary school in The Acres opened on the same basis. This has meant that children whose ages are ahead of the phased opening are having to be accommodated in the existing schools with two of them accepting bulge years. There is also the matter of the capacity at our only comprehensive school, Oakwood, and we hope this will be addressed before children transfer from the primary ones.

/continued



Transport Infrastructure

We also have concerns about the impact SA42 will have on generating additional traffic on the already very busy A217, not to mention pressure on the road from Gatwick's growth plans.

Other Infrastructure Concerns

HTC note that at the recent Reigate & Banstead Development Management Policy Public Examination it was stated that this is a water stress area. Has this been taken into consideration?

We must also mention concerns about the impact on the Horley Treatment Works which we presume will be required to support SA42. As well as supporting Horley's growth, Gatwick has included it in their master plan. HTC question how much more this facility can take?

We note that SA42 is in flood zone 2 which will require detailed plans for flood mitigation however HTC are concerned about the potential impact to Horley of mitigation from another major development in such areas.

We feel that it is vital that Mole Valley District Council publishes an Infrastructure Development Plan as soon as possible.

We hope that you will consider our comments and concerns in the future stages of the Local Plan.

Yours faithfully,



Town Clerk

CC: - County Cllr Helyn Clack,
MVDC Cllr Charles Yarwood
Penny Shoubbridge, Chair Charlwood PC
Cath Rylands RBBC