

# HORLEY TOWN COUNCIL

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## AGENDA

### PLANNING & DEVELOPMENT COMMITTEE

Date / Time: Tuesday, 14 March 2023 at 7.30 pm

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

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Dear Councillors

You are hereby respectfully summoned to attend the **MEETING of HORLEY TOWN COUNCIL PLANNING & DEVELOPMENT COMMITTEE** to be held on Tuesday, 14 March 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](mailto: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](mailto: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, 14 March 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**
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 14 February 2023.
5. **Planning Updates**  
Planning & Development Committee held on 14 February 2023.
6. **Outside Bodies and Sub-Committees**
  - i) **Horley Town Management Group** - To provide an update from the meeting held on 21 February 2023.
  - ii) To receive reports of attendance at any other recent meetings.
7. **Planning Applications**
  - i) To consider the list of applications determined for the period 10 February 2023 to 09 March 2023.
  - ii) To consider the list of applications registered for the period 10 February 2023 to 09 March 2023.
8. **Planning Appeals**  
To consider any Planning Appeals received and determined.
9. **Ongoing Planning Matters**  
To receive an update on any matters.
10. **Highways Matters**
  - i) **Horley Access Group (Formerly HPAC)**  
To receive an update from the Access Group Chair.
  - ii) To receive an update on any other matters.

Members of the Planning and Development Committee:

Cllrs Avery, Baker, Buttironi, Hudson, George, Samantha Marshall, Simon Marshall, Powell, Saunders, Spencer and Stimpson.

11. **Airport Matters**
  - i) **GATCOM:** Newsletters & Updates – To note information received.
  - ii) To receive an update on any other matters.
12. **Burstow and Smallfield Neighbourhood Plan 2022-2024**  
To Consider this Council's Response
13. **RBBC - Delivering Change – High Street Public Realm Consultation Update**  
To consider this Council's Response
14. **Levelling-up and Regeneration Bill: reforms to national planning policy**  
To Ratify this Council's Response
15. **Update on the Adoption of Roads in the Acres Development**  
To receive an update from Cllr Saunders
16. **Communications Received.**
17. **Diary Dates.**
18. **Items for Future Consideration.**
19. **Press Release** - To agree items for inclusion.

***Date of next meeting: 18 April 2023***



**Signed: Town Clerk**

**Dated: 10 March 2023**

## During the period February 09 2023 – March 09 2023.

### List of Determined Applications – Horley

#### By Reigate & Banstead Borough Council

Applications Approved			
Application Number	Details	HTC Comments	Decision
<u><a href="#">22/02737/HHOLD</a></u>	19 Arne Grove Horley Surrey RH6 8DQ   Single storey extension.	<b>No objections</b>	Approved with conditions
<u><a href="#">22/02699/HHOLD</a></u>	Ons Lapa 189 Smallfield Road Horley Surrey RH6 9LR   Single storey rear extension.	<b>No objections</b>	Approved with conditions
<u><a href="#">22/02650/F</a></u>	Land R/O 43-49 High Street Horley Surrey RH6 7BN   Proposed erection of 3 no. dwellinghouses. As amended on 17/01/2023	<p style="text-align: center;"><b>Horley Town Council OBJECTS on the following grounds:</b></p> <p style="text-align: center;"><b>i. Cramped and Overdevelopment of the site</b></p> <p style="text-align: center;"><b>ii. Out of character with surrounding properties</b></p> <p style="text-align: center;"><b>iii. Inappropriate mass of development</b></p>	Approved with conditions
<u><a href="#">22/02836/HHOLD</a></u>	23 Landen Park Horley Surrey RH6 8DZ   Single storey rear extension and garage conversion.	<b>No objections</b>	Approved with conditions
<u><a href="#">22/02788/HHOLD</a></u>	24 Brookfield Drive Horley Surrey RH6 9NX   Single storey side extension	<b>No objections</b>	Approved with conditions
<u><a href="#">22/02736/CU</a></u>	2 Russells Crescent Horley Surrey RH6 7DN   Change of use from guest house accommodation to house in multiple occupancy for up to 7 people. As amended on 09/01/2023. As amended on 20/02/2023	<p style="text-align: center;"><b>No objection to the principle of the change of use, however, Horley Town Council consider the development provides inadequate parking for the number of rooms proposed and needs to meet the requirements of the Conservation Officer.</b></p>	Approved with conditions

During the period February 09 2023 – March 09 2023.

Applications Refused and Withdrawn

By Reigate & Banstead Borough Council

Applications Refused			
Application No:	Details	HTC Comments	Status
<u>22/02790/CLE</u>	1D Sarel Way Horley Surrey RH6 8EY   Retrospective: Loft conversion, hip to gable extension, 2 side dormers and associated alterations	<b>The proposal would, by virtue of the volume, design and form of the truncated hip to gable additions, together with the poor design of the rear dormer, result in an unacceptably bulky addition which would dominate and detract from the appearance of the original house and would be at odds with, and harmful to, the character of the surrounding area and wider streetscape</b>	Withdrawn by Applicant

## During the period February 09 2023 – March 09 2023.

### Appeals Lodged – Horley

Application No / Planning Inspectorate Reference:	Details	Case Type	Application Date

### Appeals In Progress (Awaiting Decision) – Horley

Application No / Planning Inspectorate Reference:	Details	Case Type	Hearing Date
<b>22/01418/HHOLD</b> <b><u>APP/L3625/D/22/3310179</u></b>	85A Victoria Road Horley Surrey RH6 7QH   Erection of private garage with small contained home office on second level.	Appeal against Refusal of HHOLD Application	No date yet arranged
<b>22/01009/TED</b> <b><u>APP/L3625/W/22/3303118</u></b>	Court Lodge Road Horley RH6 8RT   Proposed telecommunications installation: Proposed slim line phase 8 monopole c/w wraparound cabinet at base, 3no. additional ancillary equipment cabinets and associated ancillary works.	Appeal against Refusal of Prior Approval	w/c 06 Feb 2023
<b>21/02885/F</b> <b><u>APP/L3625/W/22/3301313</u></b>	106 Balcombe Road Horley Surrey RH6 9BW   Erection of a detached bungalow.	Appeal against Refusal of DC Application	No date yet arranged
<b>21/02724/F</b> <b><u>APP/L3625/W/22/3298763</u></b>	Land At Laburnum And Branscombe 50 Haroldslea Drive Horley Surrey RH6 9DU   Demolition of existing buildings and erection of 40 homes, including affordable housing, with access from Haroldslea Drive and associated parking and open space. As amended on 15/12/2021, 31/01/2022, 21/02/2022, 16/03/2022, 28/03/2022 and the 04/04/2022.	Appeal against Refusal of DC Application	No date yet arranged
<b>21/03133/RET</b> <b><u>APP/L3625/W/22/3296694</u></b>	Horley Town Football Club The New Defence Anderson Way Horley Surrey   Change of use of land from groundsman compound to builders storage compound	Appeal against Refusal of DC Application	No date yet arranged

**During the period February 09 2023 – March 09 2023.**

**Appeals Decided – Horley**

Application No / Planning Inspectorate Reference:	Details	Case Type	Decision
<b><u>21/00838/F</u></b> <b><u>APP/L3625/W/21/3289794</u></b>	Thurgarton Cottage Meath Green Lane Horley Surrey RH6 8HZ   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.	Appeal against Refusal of DC Application	Dismissed
<b><u>21/00067/E EN</u></b> <b><u>APP/L3625/C/21/3282754</u></b>	57 Meadowcroft Close Horley Surrey RH6 9EJ   Appealed against an Enforcement Notice regarding: 1. Without planning permission, the formation of an access at the junction with the B2036 Balcombe Road and the D552 Meadowcroft Close in the approximate position shown as a black hatched area on the attached plan A. 2. Without planning permission, the creation of a hardstanding in the approximate position shown within the black dotted line on the attached plan B.	Appeal against an Enforcement Notice	Notice Upheld

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<b>01. RBBC Letter Dated: 09.02.23</b>	<b>Application No: <a href="#">23/00029/HHOLD</a></b>
LOCATION:	76 Church Road Horley Surrey RH6 8AD
DESCRIPTION:	Single storey side-return flat roof extension
<b>Cons Expiry Date: 02/03/22; Determination Deadline: 31/03/23;</b>	
<b>HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting, 14/03/23)</b>	<b>No objections but subject to any requirements from the conservation officer</b>
<b>02. RBBC Letter Dated: 09.02.23</b>	<b>Application No: <a href="#">23/00226/HHOLD</a></b>
LOCATION:	1 Wickham Close Horley Surrey RH6 8AZ
DESCRIPTION:	Proposed single storey side and rear extension.
<b>Cons Expiry Date: 02/03/23; Determination Deadline: 28/03/23;</b>	
<b>HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting, 14/03/23)</b>	<b>No objections</b>
<b>03. RBBC Letter Dated: 10.02.23</b>	<b>Application No: <a href="#">22/02829/HHOLD</a></b>
LOCATION:	3 Meath Green Avenue Horley Surrey RH6 8EF
DESCRIPTION:	Ground floor side/rear extension, with small front access porch
<b>Cons Expiry Date: 03/03/23; Determination Deadline: 05/04/23;</b>	
<b>History</b>	<b><a href="#">22/01288/HHOLD</a> – Side and rear wrap around ground floor extension with front entrance porch. As amended on 26/07/2022. <a href="#">22/02337/CLP</a> – Ground floor side extension under a pitched roof, with flat roof centre <a href="#">22/02366/PDE</a> – Single storey rear extension. Max height 3.75m, height at eaves 2.3m and extending 4.85m beyond the rear wall.</b>
<b>Status</b>	<b><a href="#">22/01288/HHOLD</a> – Withdrawn by Applicant <a href="#">22/02337/CLP</a> – Decided (Permitted Development) <a href="#">22/02366/PDE</a> – Decided (Prior Approval Not Required)</b>
<b>Comments</b>	<b><a href="#">22/01288/HHOLD</a> – No objection</b>
<b>HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting, 14/03/23)</b>	<b>No objections</b>



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<b>04. RBBC Letter Dated: 14.02.23</b>	<b>Application No: <u><a href="#">23/00257/TED</a></u></b>
LOCATION:	Land At Chequers Drive And Opposite Le May Close Horley Surrey
DESCRIPTION:	Proposed 5G telecoms installation: H3G 18m street pole and additional equipment cabinets.
<b>Cons Expiry Date: 07/03/23; Determination Deadline: 29/03/23;</b>	
<b>HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting, 14/03/23)</b>	<b>No objections with the mast/cabinets in colour which will reduce the visual impact in this location.</b>

<b>05. RBBC Letter Dated: 16.02.23</b>	<b>Application No: <u><a href="#">23/00158/HHOLD</a></u></b>
LOCATION:	Prinstead Oldfield Road Horley Surrey RH6 7EP
DESCRIPTION:	Retrospective planning application for the installation of fencing and a vehicle gate.
<b>Cons Expiry Date: 09/03/23; Determination Deadline: 06/04/23;</b>	
<b>HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting, 14/03/23)</b>	<b>No objection</b>

<b>06. RBBC Letter Dated: 23.02.23</b>	<b>Application No: <u><a href="#">23/00207/HHOLD</a></u></b>
LOCATION:	Little Limes 11 Limes Avenue Horley Surrey RH6 9DH
DESCRIPTION:	Increase height of existing roof, loft conversion with rear dormer window and rooflights and replacement of existing roof coverings.
<b>Cons Expiry Date: 16/03/23; Determination Deadline: 11/04/23;</b>	
<b>HORLEY TOWN COUNCIL COMMENTS</b>	<b>No objections</b>

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<b>07. RBBC Letter Dated: 27.02.23</b>	<b>Application No: <u><a href="#">23/00327/HHOLD</a></u></b>
LOCATION:	33 Wolverton Gardens Horley Surrey RH6 7LZ
DESCRIPTION:	Alterations to existing front and rear dormer
<i>Cons Expiry Date: 20/03/23; Determination Deadline: 12/04/23;</i>	
<b>HORLEY TOWN COUNCIL COMMENTS</b>	

<b>08. RBBC Letter Dated: 28.02.23</b>	<b>Application No: <u><a href="#">23/00282/F</a></u></b>
LOCATION:	The Denture Shop 17 Station Road Horley Surrey RH6 9HW
DESCRIPTION:	Alteration of the fenestration on the ground floor level of 17 Station Road.
<i>Cons Expiry Date: 21/03/23; Determination Deadline: 13/04/23;</i>	
<b>HORLEY TOWN COUNCIL COMMENTS</b>	

<b>09. RBBC Letter Dated: 28.02.23</b>	<b>Application No: <u><a href="#">23/00213/CU</a></u></b>
LOCATION:	The Beeches 60 Massetts Road Horley Surrey RH6 7DS
DESCRIPTION:	Two storey rear extension and dormers to side roofslope and change of use from a dwelling house (C3) to a house in multiple occupation (HMO) with 17 bedrooms (SUI Generis use)
<i>Cons Expiry Date: 30/03/23; Determination Deadline: 13/04/23;</i>	
<b>HORLEY TOWN COUNCIL COMMENTS</b>	

<b>10. RBBC Letter Dated: 28.02.23</b>	<b>Application No: <u><a href="#">22/01274/RET</a></u></b>
LOCATION:	Mobile Homes Woodlea Peeks Brook Lane Horley Surrey
DESCRIPTION:	Extended for 17 pitches
<i>Cons Expiry Date: 21/03/23; Determination Deadline: 19/04/23;</i>	
<b>HORLEY TOWN COUNCIL COMMENTS</b>	

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<b>11. RBBC Letter Dated: 01.03.23</b>	<b>Application No: <a href="#">23/00264/HHOLD</a></b>
LOCATION:	67 Castle Drive Horley Surrey RH6 9DD
DESCRIPTION:	Single storey rear extension
<i>Cons Expiry Date: 22/03/23; Determination Deadline: 14/04/23;</i>	
<b>HORLEY TOWN COUNCIL COMMENTS</b>	

<b>12. RBBC Letter Dated: 01.03.23</b>	<b>Application No: <a href="#">23/00335/HHOLD</a></b>
LOCATION:	18 Bolters Road South Horley Surrey RH6 8HT
DESCRIPTION:	To demolish the detached garage and rear extension and construct a single storey rear extension with roof light and a side car port.
<i>Cons Expiry Date: 22/03/23; Determination Deadline: 14/04/23;</i>	
<b>HORLEY TOWN COUNCIL COMMENTS</b>	

<b>13. RBBC Letter Dated: 02.03.23</b>	<b>Application No: <a href="#">23/00313/HHOLD</a></b>
LOCATION:	1D Sarel Way Horley Surrey RH6 8EY
DESCRIPTION:	Conversion of roof space to form additional living accommodation. Roof hip to gable and two side dormers, creating a new master bedroom with en-suit and an additional bedroom. No change to roof height.
<i>Cons Expiry Date: 23/03/23; Determination Deadline: 20/04/23;</i>	
<b>History</b>	<b><a href="#">22/02790/CLE</a> – Retrospective: Loft conversion, hip to gable extension, 2 side dormers and associated alterations</b>
<b>Status</b>	<b><a href="#">22/02790/CLE</a> – Withdrawn by applicants</b>
<b>Comments</b>	<b><a href="#">22/02790/CLE</a> – The proposal would, by virtue of the volume, design and form of the truncated hip to gable additions, together with the poor design of the rear dormer, result in an unacceptably bulky addition which would dominate and detract from the appearance of the original house and would be at odds with, and harmful to, the character of the surrounding area and wider streetscape</b>
<b>HORLEY TOWN COUNCIL COMMENTS</b>	

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<b>14. RBBC Letter Dated: 01.03.23</b>	<b>Application No:</b> <a href="#">SCC Ref 2023-0030</a>
LOCATION:	The Oakwood School, Balcombe Road, Horley, Surrey, RH6 9AE
DESCRIPTION:	Details of a Travel Plan pursuant to Condition 14 of planning permission ref: RE21/02101/CON
<i>Cons Expiry Date: 24/03/23; Determination Deadline: XX/04/23;</i>	
<b>HORLEY TOWN COUNCIL COMMENTS</b>	

<b>15. RBBC Letter Dated: 07.03.23</b>	<b>Application No:</b> <a href="#">23/00356/LBC</a>
LOCATION:	The Farmhouse Public House Langshott Horley Surrey RH6 9LJ
DESCRIPTION:	Erection of new pergola including new decking, with existing smoking area converted to outdoor bar area.
<i>Cons Expiry Date: 28/03/22; Determination Deadline: 19/04/23;</i>	
<b>HORLEY TOWN COUNCIL COMMENTS</b>	

<b>16. RBBC Letter Dated: 07.03.23</b>	<b>Application No:</b> <a href="#">23/00203/F</a>
LOCATION:	The Farmhouse Public House Langshott Horley Surrey RH6 9LJ
DESCRIPTION:	Erection of new pergola including new decking, with existing smoking area converted to outdoor bar area.
<i>Cons Expiry Date: 28/03/22; Determination Deadline: 18/04/23;</i>	
<b>HORLEY TOWN COUNCIL COMMENTS</b>	

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<b>17. RBBC Letter Dated: 08.03.23</b>	<b>Application No: <a href="#">23/00032/F</a></b>
LOCATION:	Meath Green House Meath Green Lane Horley Surrey RH6 8HZ
DESCRIPTION:	New detached 4 bed house on land adjacent to Meath Green House including using existing highways entrance. As amended on <b>07/03/2023</b> .
<i>Cons Expiry Date: 22/03/22; Determination Deadline: 23/03/23;</i>	
<b>Comments issued on 27.02.23</b>	No objections to the principle of the development subject to any comments made by the Conservation Officer, and that the trees along the Meath Green Lane frontage are retained for screening.
<b>HORLEY TOWN COUNCIL COMMENTS</b>	

<b>18. RBBC Letter Dated: 08.03.23</b>	<b>Application No: <a href="#">23/00112/HHOLD</a></b>
LOCATION:	90 The Drive Horley Surrey RH6 7NH
DESCRIPTION:	Single storey rear and double storey side extension. As amended on <b>07/03/2023</b> .
<i>Cons Expiry Date: 29/03/22; Determination Deadline: 17/03/23;</i>	
<b>Comments issued on 21.02.23</b>	No objections
<b>HORLEY TOWN COUNCIL COMMENTS</b>	

**List of Planning Applications**  
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The following applications are for information only
13.02.23
<p><u>23/00339/CON</u> – The Oakwood School Balcombe Road Horley Surrey RH6 9AE   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.</p> <p><u>23/00317/TPO</u> – 13 Wellington Way Horley Surrey RH6 8JL   (T1) Oak tree- Reduce crown by 2m, lightly thin- leaving at a height of 15m and width of 9m (T2) Oak tree-Reduce crown by 1.5m shaping in to other trees, lightly thin- leaving at a height of 11m and 8m wide (T3) Oak tree- Reduce crown by 2m, lightly thin- leaving at height of 15m and 12m wide. The trees sit very close to the house and overhang neighbouring gardens and footpath. To allow more light in to gardens and houses- good maintenance to preserve the trees in their location.</p> <p><u>22/00181/DET05</u> – The Oakwood School Balcombe Road Horley Surrey RH6 9AE   Submission of an operational management plan pursuant to condition 5 of permission 22/00181/F. Creation of a Community 3G Football Turf Pitch (FTP) (11020 sq. metres) with associated features including: 3G football turf pitch (7460 sq. metres); 4.5m high ball stop fencing with entrance gates to form an enclosure around FTP perimeter; 1.2m high and 2.0m high pitch barriers with entrance gates internally within fenced FTP enclosure; 2.6m high maintenance equipment storage container (15 sq. metres) within fenced FTP enclosure; 15.0m high LED floodlights (6no.) around FTP perimeter; 4.0m high LED amenity light (1no.) along pedestrian access; Hard-standing areas for pedestrian access and circulation, portable goals storage, as well as vehicular access (807 sq. metres); 0.75m high grass flood defence crest around FTP perimeter (formed with recycled soils from the FTP construction (2753 sq. metres). (No change of use.)</p> <p><u>23/00306/PAP3MA</u> – Hamseys 30 Balcombe Road Horley Surrey RH6 9AA   Retention of the existing building and change of use from Class E to Class C3 providing 9 residential units.</p> <p><u>04/02120/RM5B/DET15</u> – Phase 5 Horley North West Development Meath Green Lane Horley Surrey   Submission of a parking survey, pursuant to condition 15 of permission 04/02120/RM5B. Reserved Matters application for Phase 5 of development at North West Horley (appearance, landscaping, layout and scale) pursuant to 04/02120/OUT for the erection of 53no. dwellings and associated parking, levels, lighting, drainage and ancillary works.</p>
20.02.23
N/A