

# **HORLEY TOWN COUNCIL**

## **Minutes of a Meeting of the Planning and Development Committee held on 16 July 2024 at 7.30pm**

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

\* Absent

\*\*In Attendance

Remotely

**Also Present**                      Helen Maan (Leisure and Compliance Officer)  
                         Sophie Mandak (Administrative Officer)  
                         Joanna Stay (Planning Support Administrator)

### **P 7703      Apologies and Reasons for Absence**

***RESOLVED: that the apologies received from Cllr Hughes be accepted, as well as the apology from the Town Clerk, Joan Walsh.***

### **P 7704      Disclosable Pecuniary Interests and Non-Pecuniary Interests**

Cllr Barlow declared a non-pecuniary interest in Planning Application 24/01004/HHOLD 127 Webber Street, Horley, Surrey RH6 8ST as he is the Chairman of the Westvale Park Residents Association.

It was declared that as Cllr Blacker and Cllr Hudson are members of the Reigate and Banstead Borough Council Planning Committee, the views expressed by them at the meeting may change.

***RESOLVED: noted.***

### **P 7705      Approval of Minutes**

Planning and Development Committee held on 11 June 2024

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

### **P 7706      Planning Updates**

Planning and Development Committee held on 11 June 2024

None received.

***RESOLVED: noted.***

### **Outside Bodies and Sub-Committees**

### **P 7707      Horley Town Management Group**

Cllr Turner reported that Mike Humphrey was re-elected as Chair and Mike George as Vice-Chair during the last meeting on 11 June. Additionally, the Action Plan 2024/25 was reviewed to agree projects for the current year. It was suggested that more groups in the town could be represented at the meeting.

***RESOLVED: noted.***

**Members of the Planning and Development Committee:**

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

**P 7708 Horley Accessibility Committee**

Following the last meeting, Cllr George reported that there is a design group at Surrey Highways dedicated to the High Street improvements and disability issues, looking at different colours and materials used for cycle and pedestrian lanes to help the visually impaired. The group are requesting more drop kerbs to be installed in the area.

**RESOLVED: noted.**

**P 7709 Determined Planning Applications**

Members reviewed the list of Planning Applications determined for the period 7 June to 11 July 2024.

**RESOLVED: noted.**

**P 7710 Registered Planning Applications**

Planning Applications received from Reigate & Banstead Borough Council for the period 7 June to 11 July 2024.

**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 7711 Planning Appeals**

Planning appeals received and determined for this period were noted by the Committee.

**RESOLVED: noted.**

**Ongoing Planning Matters**

**P 7712 Redevelopment and consultation plans: Delta House, Delta Drive, Horley**

It was reported that a further communication had been received from Raven Housing Trust regarding the proposed redevelopment at Delta House to replace the current dwellings with 45 new affordable homes. The committee expressed concerns that there are no provisions within the plans to rehouse assisted living residents and that the three-storey height would impact the green space in the local area. In addition, the Cheyne Walk entrance would be closed so Michael Crescent Centenary Park would be the only entrance to the site. It was suggested that a presentation from Raven Housing Trust be requested to take place before the next Planning Meeting on 27 August and this would be followed up.

**RESOLVED: noted.**

## Highways and Transport Matters

### P 7713 [Reigate and Banstead Parking Review 2024/2025](#)

It was noted that HTC had been keeping a record of parking control requests in Horley for the current parking review and the latest updates were received:

- Cllr George reported that a request was made for double yellow lines on the Court Lodge Road between the junctions with Manor Drive and Sangers Drive. This was due to recent incidents where bus services had to be cancelled due to double parking on this section of the road.
- The Planning Support Administrator reported that the repainting of the yellow hatching box has been completed at the Shell Garage roundabout, as requested by the Horley Accessibility Committee Chair.

Cllr Saunders suggested a further request be made for a yellow hatching box at the junction of Bonehurst Road and Cross Oak Lane and this would be processed.

***RESOLVED: that a further parking control request be made for a yellow hatching box at the junction of Bonehurst Road and Cross Oak Lane issue, for consideration during the Reigate and Banstead Parking Review 2024/25.***

### P 7714 **Surrey Bus Partnership – Bus Service Improvement Plan for Surrey (BSIP)**

Cllr George gave an update on the last meeting of the partnership, the notes from which had been circulated to Members for information. Other matters of a local nature were the latest developments around the delay in introducing the 100 Bus Service to Westvale Park; the impact of road closures on bus services; and how diversion routes could be made known to passengers. He added that the County Council is reportedly looking to introducing a system of submitting online complaints/issues around bus services and more information would be shared when available.

Cllr George further reported that the **Redhill/Reigate/Horley A23 Bus Priority Corridor** consultation is due to be launched in August. The BSIP had repeatedly referenced bus services via Horley routes. Additionally, the RBBC Planning Policy Manager advised that many of the proposals contained in the consultation had been incorporated into the Redhill/Salfords/Horley Design Guide (to which the Town Council had previously responded) and this had subsequently been adopted by the Borough Council. The consultation would be reviewed by the committee in due course.

***RESOLVED: noted.***

### P 7715 **Gatwick Airport Northern Runway Proposals - Development Consent Order (DCO) Examination**

Cllr George reported that two more hearings were scheduled on Environmental and a Compulsory Acquisitions and the detailed Examination by the ExA was expected to conclude in August.

It was further reported that correspondence had been received from the Northern Runway Programme Lead at Gatwick Airport, enquiring if the Town Council would be content to manage the maintenance of a new area of open space land to be created from part of Gatwick Dairy Farm land (with costs to be covered by GAL), under the DCO proposals. Since an urgent response had been required, a reply had been sent from HTC. This stated that as the proposed new area of open space land is currently within the boundaries of Mole Valley District Council and Charlwood Parish Council (and is owned by Surrey County Council), HTC would not be in a position to take on the maintenance of land outside of the Horley parish boundary.

Additionally, the matter of ongoing maintenance costs including the proposed attenuation pond would be a concern to the Town Council. The committee supported the comments made and response would be ratified at the next Committee meeting.

**RESOLVED: noted.**

**P 7716 Gatwick Northern Runway Project (DCO) - London Gatwick Consultation: Providing an option for an on-airport Wastewater Treatment Works facility**

Cllr George reported that Thames Water has a statutory duty to meet the water demand at the airport. As such, it was unlikely that the on-airport waste treatment facility works by GAL would be undertaken.

**RESOLVED: noted.**

**P 7717 GATCOM**

There were no other updates to report.

**RESOLVED: noted.**

**P 7718 RBBC 'Delivering Change' Scheme Update – Horley Town Centre Refurbishment**

It was reported that Cllr George and the Town Clerk had recently attended an update meeting with RBBC's Project Managers. The following updates were received:

**Subway (NR/SCC/RBBC):**

- A positive meeting had been held with Network Rail (NR) and the County and Borough Councils.
- NR plan to start drainage works 29 July with the subway closed for five weeks and neighbouring properties would be consulted.
- Works would involve placing a new drain at the entrance of the car park to remove surface water.
- The High Street car park would also close to support the main subway works and to provide welfare facilities and compound area.
- The footbridge would be available for alternative use and pedestrian diversion routes and detour signs would be placed to assist pedestrians.
- Ongoing issues with weepholes may require further investigation by NR to identify where excess water originates from, together with possible drainage solutions from rail tracks.

**Central Car Park (RBBC):**

- The project is now substantially completed and implementation of wayfinding signage will follow with anticipated on-site works to commence autumn 2024 with phased delivery.
- Wildflower seeds sewn in shrubbed areas as temporary measure. Trees and hedging to be planted in November.
- Contractors to provide cabling/power for electric vehicle charging points (EVCPs) in July with works taking approximately two weeks.
- There will be traffic management in place and partial pavement closures but the Central Car Park will remain open at all times.
- Installation of Electric Vehicle Charging Points (EVCPs) will follow at later stage.

**High Street/Public Realm (SCC):**

- A phased programme would be explored with anticipated main works to commence in early 2025 and delivery by SCC.
- Minor issues on technical design were presently being investigated.
- HTC enquired about notice period before works begin, to coincide with community events eg Christmas Fair (HATs) – appropriate lead time and advanced notice period would be given by SCC.

Additionally, the following update on plans to refurbish **Horley Community Centre**, Albert Road was received from RBBC Project Mangers:

- Architects have been appointed to carry out a feasibility study for the centre, involving refurbishment, some internal remodelling and reutilisation of existing spaces (eg entrance and drop off area). There were no extensions or rebuild plans.
- HTC suggested consideration also be given to additional signage, more visible from the roadside and this was noted.
- A programme and timetable for the works had yet to be made known.

**P 7719 Horley Sewage Treatment Works**

Cllr Barlow reported that the short-term solution plan at the site was to build a wall with a completion deadline of 25 May, however the works had not been completed to date and the footpath remained closed. A request had been made to Ofwat to disclose the water bill increase amount required to fund this investment, the decision for which was delayed due to the General Election. Cllr Barlow said that he is continuing to chase Ofwat for this information and has involved the new MP, Chris Coghlan. Additionally, Thames Water had announced that they have enough funds to maintain the business until May 2025.

***RESOLVED: noted.***

**P 7720 Outstanding Delivery of s.106 Community Facilities and Public Services at Westvale Park Development**

Cllr Barlow reported that even though the s106 Deed of Variation had since been agreed by the whole developer consortium and executed, a detailed plan on delivery going forward had not yet been disclosed by RBBC. Additionally, it had been requested that the 100 bus service accesses Westvale Park via Hoadley Road, however this was currently on hold due to safety concerns with construction traffic.

***RESOLVED: noted.***

<b>P 7721</b>	<b>Communications Received</b>			
<b>From</b>	<b>Subject</b>	<b>Date</b>	<b>Action</b>	
<b>Newman Francis Ltd / Raven Housing Trust</b>	Proposed Delta House Redevelopment	12 July 2024	A presentation on the proposals to be requested by HTC.	
<b>Jonathan Deegan, Gatwick Airport</b>	Maintenance of land enquiry, created from part of Gatwick Dairy Farm	12 July 2024	To ratify response at next planning meeting on 27 August 2024	
<b>Network Rail Southern Region</b> <i>RESOLVED: noted.</i>	Subway Drainage Works Letter Drop	16 July 2024	Noted.	

**P 7722**     **Diary Dates**

20 July 2024 - Defibrillator Training at 12 noon  
30 July 2024 - Full Council Meeting at 7.30pm  
27 August 2024 - Interim Planning Meeting at 7.30pm  
9 September 2024 - Annual St Bartholomew's Churchyard Tour at 6.00pm

*RESOLVED: noted.*

**P 7723**     **Items for Future Consideration**

No matters were raised.

*RESOLVED: noted.*

**P 7724**     **Press Release**

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

**Meeting closed at 8.41pm**

**Date of next meeting: 27 August 2024**

**List of Planning Applications**  
**Registered by Reigate & Banstead Borough Council**  
**During the period 7 June 2024 – 11 July 2024**  
**To see plans please CTRL+click on the application number to follow the link**

<b>01. RBBC Letter Dated: 07/06/24</b>	<b>Application No: <a href="#">24/00985/HHOLD</a></b>
LOCATION:	18 Castle Drive, Horley, Surrey RH6 9DB
DESCRIPTION:	Oak frame open porch
<b>HORLEY TOWN COUNCIL COMMENTS Ratified 16/07/24</b>	<b>No objections</b>

<b>02. RBBC Letter Dated: 13/06/24</b>	<b>Application No: <a href="#">24/01004/HHOLD</a></b>
LOCATION:	127 Webber Street, Horley, Surrey RH6 8ST
DESCRIPTION:	Build an annex/office space in garden
<b>HORLEY TOWN COUNCIL COMMENTS Ratified 16/07/24</b>	<b>No objections</b>

<b>03. RBBC Letter Dated: 13/06/24</b>	<b>Application No: <a href="#">24/00803/F</a></b>
LOCATION:	4 Meath Green Avenue, Horley, Surrey RH6 8EF
DESCRIPTION:	Detached three bedroom private dwelling house under pitched roof
<b>HORLEY TOWN COUNCIL COMMENTS Ratified 16/07/24</b>	<b>Horley Town Council would like to add to their previous objection on application 19/01275/F about the loss of off-road parking at 4 Meath Green Avenue whose parking spaces are on the footprint of the proposed new dwelling.</b>

<b>04. RBBC Letter Dated: 13/06/24</b>	<b>Application No: <a href="#">24/00989/HHOLD</a></b>
LOCATION:	16 The Meadway, Langshott, Horley, Surrey RH6 9AW
DESCRIPTION:	Proposed garden room and rear access
<b>HORLEY TOWN COUNCIL COMMENTS Ratified 16/07/24</b>	<b>No objections</b>

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<b>05. RBBC Letter Dated: 17/06/24</b>	<b>Application No: <a href="#">24/01022/HHOLD</a></b>
LOCATION:	Copperwood, 3 Russells Crescent, Horley, Surrey RH6 7DJ
DESCRIPTION:	Proposed detached annexe
<b>HORLEY TOWN COUNCIL COMMENTS Ratified 16/07/24</b>	<b>We note and support the views of the conservation officer.</b>  <b>In addition, we object on the grounds of inappropriate development in the conservation area and loss of off-road parking for Copperwood.</b>

<b>06. RBBC Letter Dated: 17/06/24</b>	<b>Application No: <a href="#">24/00701/HHOLD</a></b>
LOCATION:	28 Broadlands, Langshott, Horley, Surrey RH6 9XA
DESCRIPTION:	Single storey rear and side extension
<b>HORLEY TOWN COUNCIL COMMENTS Ratified 16/07/24</b>	<b>No objections</b>

<b>07. RBBC Letter Dated: 19/06/24</b>	<b>Application No: <a href="#">24/01093/HHOLD</a></b>
LOCATION:	10 Haine Close, Horley, Surrey RH6 9SU
DESCRIPTION:	The demolition of an existing two bay garage and the erection of a three bay oak-framed garage with room over to be used as annex accommodation.
<b>HORLEY TOWN COUNCIL COMMENTS Ratified 16/07/24</b>	<b>HTCs objects due to the massing of the structure and the visual impact on the adjacent open community space.</b>

<b>08. RBBC Letter Dated: 24/06/24</b>	<b>Application No: <a href="#">24/01070/F</a></b>
LOCATION:	Gainsborough Lodge Hotel, 39 Massetts Road, Horley, Surrey RH6 7DT
DESCRIPTION:	The replacement of the existing fully glazed conservatory on the south side of the hotel with a permanent structure that will contain one additional ensuite bedroom and a section of the reconfigured guest breakfast room.
<b>HORLEY TOWN COUNCIL COMMENTS Ratified 16/07/24</b>	<b>No objections, subject to the proposed works meeting the requirements of the Conservation Officer</b>



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<b>09. RBBC Letter Dated: 25/06/24</b>	<b>Application No: <a href="#">24/01111/F</a></b>
LOCATION:	85a Victoria Road, Horley, Surrey RH6 7QH
DESCRIPTION:	Proposed garage with flat roof
<b>HORLEY TOWN COUNCIL COMMENTS Ratified 16/07/24</b>	<b>HTC objects on the following grounds:</b> a) A very cramped site. b) The proposed garage could have a dominating impact on the surrounding area as opposed to it currently being an open area.

<b>10. RBBC Letter Dated: 27/06/24</b>	<b>Application No: <a href="#">24/01063/HHOLD</a></b>
LOCATION:	Lerryn, Rosemary Lane, Horley, Surrey RH6 9HG
DESCRIPTION:	Single storey rear and side extension, side storm porch, side roof canopy, conversion of front lawn to addition parking
<b>HORLEY TOWN COUNCIL COMMENTS Ratified 16/07/24</b>	<b>No objections, however we expect permeable materials to be used on the front lawn area to compensate for loss of grass.</b>

<b>11. RBBC Letter Dated: 27/06/24</b>	<b>Application No: <a href="#">24/01150/HHOLD</a></b>
LOCATION:	41 Balcombe Gardens, Horley, Surrey RH6 9BY
DESCRIPTION:	Proposed single storey side/rear extension
<b>HORLEY TOWN COUNCIL COMMENTS Ratified 16/07/24</b>	<b>No objections</b>

<b>12. RBBC Letter Dated: 28/06/24</b>	<b>Application No: <a href="#">24/01132/F</a></b>
LOCATION:	The Cottage, 33 Massetts Road, Horley, Surrey RH6 7DQ
DESCRIPTION:	Addition of rear external 'Means of Escape' flight of stairs
<b>HORLEY TOWN COUNCIL COMMENTS Ratified 16/07/24</b>	<b>No objections</b>

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<b>13. RBBC Letter Dated: 01/07/24</b>	<b>Application No: <u><a href="#">24/01171/TPO</a></u></b>
LOCATION:	69 Meath Green Lane, Horley, Surrey RH6 8HN
DESCRIPTION:	<p>Tree T1 from TPO RE32 which was incorrectly identified as an Elm. The tree is actually a Sycamore tree. The tree is in the front garden of our property to the right hand side of the driveway as you look towards the house from the road. The tree is set back from the public pavement by approximately 1.5 metres. The branches of the tree overhang the public pavement and the road itself. We have had an inspection made on the tree by Jack Partridge of Partridge Tree Consultants. His report and comments are below "The Acer pseudoplatanus, commonly known as the Sycamore tree, exhibits a significant presence of white rot concentrated at its base, attributed to historical damage. This condition has given rise to notable consequences such as moderate dead wood throughout the canopy, evident crown thinning, and observable dieback. It is important to underscore the potential hazards associated with the tree's current state, particularly its proximity to a road utilized for school traffic and as a thoroughfare. The decay is prominently situated on the western side of the tree, posing an imminent risk that, upon deterioration, the tree may fall onto the adjacent highways, necessitating urgent attention and mitigation measures to ensure the safety of the surrounding environment and its occupants. It is recommended that the Sycamore tree to be removed to pre-emptively mitigate potential hazards. Kindly grant permission for the necessary removal of the tree to ensure the safety of the surrounding environment and its occupants. Best regards, Jack Partridge Partridge Tree Consultants (07545)676047 9 Stanford Brook Way, Pease Pottage, Crawley, West Sussex, RH11 9GY Jcpartridgearb@outlook.com"</p>
<p style="text-align: center;"><b>HORLEY TOWN COUNCIL  COMMENTS  Ratified 16/07/24</b></p>	<p style="text-align: center;"><b>No objections, subject to no adverse comments from the Tree Officer. HTC would like to see replacement trees planted of a more appropriate type.</b></p>

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<b>14. RBBC Letter Dated: 04/07/24</b>	<b>Application No: <a href="#">24/01047/HHOLD</a></b>
LOCATION:	32 Clarence Way, Langshott, Horley, Surrey RH6 9GT
DESCRIPTION:	To remove wall between existing garage. The existing garage door removed and replaced by a window and door to match the existing property. New single storey attached garage with tiled pitched roof to match the original garage. Internal alterations.
<b>HORLEY TOWN COUNCIL COMMENTS Ratified 16/07/24</b>	<b>No objections</b>

<b>15. RBBC Letter Dated: 05/07/24</b>	<b>Application No: <a href="#">24/01082/HHOLD</a></b>
LOCATION:	Milestone, 8 Wolverton Gardens, Horley, Surrey RH6 7LX
DESCRIPTION:	Erect a timber single storey ancillary annexe at the rear of the garden.
<b>HORLEY TOWN COUNCIL COMMENTS Ratified 16/07/24</b>	<b>No objections, subject to assurance that flood risk is mitigated.</b>

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**Tree Works (Non-Felling)**

<b>A. RBBC Letter Dated: 04/07/24</b>	<b>Application No: <a href="#">24/01209/TPO</a></b>
LOCATION:	43a Oakwood Road, Horley, Surrey RH6 7BY
DESCRIPTION:	T1 – Horse Chestnut tree: Prune the crown to reduce density. This will be achieved by reducing height by 1.5m and lateral branch shortening of 0.75m. Remove crossing and rubbing branches. Remove dead wood. Crown lift by 1m above the road, secondary branches only. The reason for this work is to maintain the density of the crown because it overhangs a pavement and busy road adjacent to a school. This allows better passage of wind and therefore is to improve the safety factor.
<b>HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation): Ratified 16/07/24</b>	<b>No objections, subject to no adverse comments from the Tree Officer.</b>

<b>B. RBBC Letter Dated: 04/07/24</b>	<b>Application No: <a href="#">24/01210/TPO</a></b>
LOCATION:	Yattendon School, Oakwood Road, Horley, Surrey RH6 7BZ
DESCRIPTION:	T1 – 6 oak trees. Crown lift by 1.5m as per last time by shortening of drooping lower secondary branches only. Remove epic or mic stem growth. Remove internal crown crossing and/or rubbing branches.
<b>HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation): Ratified 16/07/24</b>	<b>No objections, subject to no adverse comments from the Tree Officer.</b>

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<b>The following applications are for information only</b>	
<b>10.06.24</b>	
<b><u>04/02120/RM1G</u></b>	<b>- Horley North West Development Meath Green Lane Horley Surrey   Reserved Matters Application for Phase 2 of the Riverside Green Chain Country Park at North West Horley (appearance, landscaping, layout and scale) pursuant to 04/02120/OUT, together with associated ancillary works. As amended on 04/06/2024</b>