

# **HORLEY TOWN COUNCIL**

## **Minutes of a Meeting of the Planning and Development Committee held on 24 September 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** Joan Walsh (Town Clerk)  
Sophie Mandak (Administrative Officer)  
Joanna Stay (Administrator - Planning Support)

### **P 7743 Apologies and Reasons for Absence**

***RESOLVED: that the apologies received from Cllr Blacker, Cllr Chester, Cllr Hudson and Cllr Wotton, be accepted.***

### **P 7744 Disclosable Pecuniary Interests and Non-Pecuniary Interests**

None were declared.

***RESOLVED: noted.***

### **P 7745 Approval of Minutes**

Planning and Development Committee held on 27 August 2024.

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

### **P 7746 Planning Updates**

None were declared.

***RESOLVED: noted.***

### **P 7747 Outside Bodies and Sub Committees**

#### **Horley Town Management Group (HTMG)**

Cllr George provided an overview of the last HTMG meeting held on 17 September which included the following updates:

- The wayfinding signage had been signed off by SCC and the order placed. The cleaning of other road signs will be investigated as a safety measure.
- The heritage/environmental trail project will be followed up with the Horley Local History Society (HLHS).
- Fiona Stimpson will progress the seed and plant swap initiative for spring 2025.
- Cllr George will meet with HATs to discuss arrangements for the St George's Day Parade next year.
- A proposal for having a Horley Arts Festival had been put forward for future consideration.

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

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

- P 7747)**
- HTC had bid successfully for grants offered by county councillors for town improvements, including a roll-out of defibrillators at local community venues.
  - Mike Humphrey will investigate installing a chat bot system on the HTMG website.
  - The Town Centre Vitality Fund opportunity will be pursued to bid for market equipment to use at events, such as food festivals and farmers' markets with the aim to boost footfall into the town centre.

The next meeting is due to be held in November (subsequently rearranged to Tuesday 12 November).

**RESOLVED: noted.**

**P 7748 Horley Accessibility Committee (HAC)**

Cllr George provided a general update on progress made to date. He further reported that the pavement on the stretch of the Balcombe Road which passes under the motorway had become very narrow due to overgrown vegetation and wheelchairs were unable to pass. The issue had been raised with the West Sussex Divisional Committee member for attention.

The Town Clerk advised that a communication from Surrey Highways had been received, advising that pavement reconstruction works on Albert Road were due to begin on 30 September (for 10 weeks) and it was thought these originated from requests made by the HAC for urgent remedial repairs.

**P 7749 Determined Planning Applications**

Members reviewed the list of Planning Applications determined for the period 22 August - 19 September 2024.

**RESOLVED: noted.**

**P 7750 Registered Planning Applications**

Planning Applications received from Reigate & Banstead Borough Council for the period 22 August - 19 September 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 7751 Planning Appeals**

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

**RESOLVED: noted.**

**P 7752 Ongoing Planning Matters**

It was noted that the Borough Council had successfully defended the legal challenge by Tesco to planning permission granted to LIDL at the Air Balloon site, A23 Brighton Road after the High Court Judgement to dismiss had been made.

**RESOLVED: noted.**

## Highways and Transport Matters

### P 7753 Reigate and Banstead Parking Review 2024/2025

It was noted that the current review closed on 31 August 2024 and the Parking Control Requests received by SCC would be added to their database of sites for consideration in the next review.

**RESOLVED: noted.**

### P 7754 Surrey Bus Partnership

Cllr George provided the following updates from the recent meeting:

- The partnership is to be renamed 'Bus Forum'.
- It was noted that if the £2 bus fare cap is scrapped, the increase to fares will be much higher as it might include several years' inflation.
- Bus stops are to be adapted to assist visually impaired passengers and there is to be a county-wide standard bus stop design guide.
- It was suggested to request increased frequency of off-peak evening 100 bus services, to accommodate passengers travelling in the evenings.
- Cllr Saunders suggested that the number 20 bus service be extended to East Surrey Hospital should also be requested and this was also noted.

**RESOLVED: that the Town Council makes a written request to the Surrey Enhanced Bus Partnership for an increase to the frequency of off-peak evening 100 bus services together with an extension of the number 20 bus service to East Surrey Hospital.**

### P 7755 Metrobus, Fastway 100 Bus Service: Westvale Park Development

It was noted that a response had been received from SCC Leader, Cllr Tim Oliver OBE to the Town Council's letter in support of concerns raised by Westvale Park RA about delays to a full service of the Fastway 100 bus service through Westvale Park being further delayed. In view of his replies and indication that a full service by spring 2025 could not even be guaranteed was unacceptable since it was considered to be an essential requirement now. A further letter would therefore be sent, requesting more assurance of exact timescales being met, regardless of the circumstances purported by the highways authority and the consortium on road completion and adoption.

**RESOLVED: that the Town Council's letter in support of concerns raised by Westvale Park RA to the Fastway 100 bus service at Westvale Park, be ratified and a further letter be sent to seek further assurance on exact timescales as to when the full service will be implemented.**

### P 7756 Other Highways Matters

It was noted that SCC would be consulting residents on a proposal to install on-street EV charge points in Court Lodge Road, as part of a roll-out programme across the borough. Communications will be sent out on 4 October and the consultation will be open for 28 days.

**RESOLVED: noted.**

## **Airport Matters**

### **P 7757 Gatwick Airport Development Consent Order (DCO) Examination**

Cllr George reported that the DCO Examination by the ExA had been concluded, however there were some unresolved matters. The findings and conclusions will be sent to the Secretary of State for Transport by no later than 27 November 2024.

**RESOLVED: noted.**

### **P 7758 GATCOM**

The Town Clerk congratulated Committee Chairman, Cllr George, on his recent new appointments as GATCOM's Lead Member on the Noise Management Oversight Board and CAA Community Information and Feedback Forum. There were no other updates.

**RESOLVED: noted.**

### **P 7759 SCC/RBBC Delivering Change Regeneration Projects – Horley Town Centre**

The following updates were received from Cllr George and the Planning Support Administrator, from the last meeting held with the Delivering Change Team:

#### **Subway:**

- The subway has flooded again due to abnormally high levels of rainfall; however the drainage works are not yet completed as a temporary pump is in place. Electrics will be installed by the end of the month for a permanent pump. It was emphasised that this solution will reduce flooding and is not guaranteed to eliminate it.

#### **High Street Public Realm:**

- Options for replacement street furniture and planters are to be assessed for suitability.

#### **Central Car Park:**

- Work to install the electric vehicle charging points is ready to take place.
- Trees are to be planted in November.

#### **Other town centre updates:**

- Decisions are to be made by the Borough Council in November/December regarding the remodelling and refurbishment of the Community Hall.

**RESOLVED: noted.**

### **P 7760 Horley Sewage Treatment Works**

Cllr Barlow provided the Committee with a general update on further communications with Thames Water and OFWAT, after a request was made to provide evidence of the water company delivering investment at the site through PR14 and PR19 and appropriate action by the regulator which had been questioned. He reported that the wall built to create a barrier from leakage had partially worked, however the water was now overflowing into a ditch in the north-west corner. The issue would be taken up with Thames Water and a further update would be provided at the next Committee meeting.

**RESOLVED: noted.**

**P 7761 Outstanding Delivery of s106 Public Facilities and Infrastructure at Westvale Park Development**

Cllr Barlow reported that Chris Coghlan MP had been interviewed by BBC Surrey along with representatives from the residents' association about continuous delays in delivering essential public services and infrastructure at the development through s106 developer contributions. He had also commented to reporters in his capacity as Westvale Park RA Chairman, as had the RBBC Leader, Cllr Richard Biggs. Since then, some further updates had been received piecemeal from the RBBC Head of Place Delivery concerning imminent completion of the neighbourhood hall and handover of the allotments being anticipated, however exact timescales had yet to be announced. The Borough Council had stated that the Stop Notice previously issued on the consortium in October 2023 would remain in force until full delivery at the development had been reached. A further update would be provided at the next Committee meeting.

**RESOLVED: noted.**

**P 7762 MVDC: Povey Cross Farm Development (Planning Application: MO/2024/1264)**

It was noted that the original application, which had been refused, had been superseded by a new application. It was agreed that a letter would be sent from the Town Council to the LPA, based on the nearby Hookwood development and impact concerns on Horley infrastructure and public services. This would be submitted by the consultation expiry date of 26 September 2024, for ratification at the next Committee meeting.

**RESOLVED: that the Town Council's writes to the LPA in response to the proposals contained in Planning Application MO/2024/1264, for ratification at the next Planning Committee meeting.**

**P 7763 Surrey Highways: Redhill to Horley Sustainable Travel Improvements (closed 15 September 2024)**

**RESOLVED: that the Town Council's response to the SCC consultation on the proposed Section 4, A23 bus lanes, as appended to the signed copy of the minutes, be ratified.**

**P 7764 Reigate & Banstead 'Call for Sites' Consultation (closed 23 August 2024)**

**RESOLVED: that the Town Council's response sent to the Reigate & Banstead 'Call for Sites' consultation, as appended to the signed copy of the minutes, be ratified.**

**P 7765 Ministry of Housing, Communities and Local Government Consultation: Proposed reforms to the National Planning Policy Framework and other changes to the Planning System (closed 24 September 2024)**

**RESOLVED: that the Town Council's response sent to the Ministry of Housing, Communities and Local Government Consultation: Proposed reforms to the National Planning Policy Framework and other changes to the Planning System, be ratified.**

**P 7766 Precept 2025/2026**

It was noted that there are no precept requirements for 2025/2026 from the Planning and Development Committee, noting that training costs would be covered by the Town Council's training budget.

**RESOLVED: noted.**

**P 7767      Communications Received**

<b>From</b>	<b>Subject</b>	<b>Date</b>	<b>Action</b>
SCC Highways	Albert Road - Advanced Notice of Works and Road Closure	19 September 2024	Noted and hall hirers advised.
Mole Valley District Council	Local Plan Examination Inspectors Report	23 September 2024	Noted.

***RESOLVED: noted.***

**P 7768      Diary Dates**

Horley In Bloom Awards Evening – 27 September, 6.30pm, Horley Baptist Church  
Communications Working Group – 1 October, 6.30pm  
RBBC Draft Corporate Plan 2025-30 Review for HTC Members - 8 October, 6.00pm  
Leisure Committee Meeting - 15 October, 7.30pm  
Remote SCC/RBBC/HTC Joint Council Meeting - 21 October, 5.00pm

***RESOLVED: noted.***

**P 7769      Press Release**

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

**Meeting closed at 8.53pm**

**Date of next meeting: 22 October 2024**

**List of Planning Applications**  
**Registered by Reigate & Banstead Borough Council**  
**During the period 22 August 2024 – 19 September 2024**  
**To see plans please CTRL+click on the application number to follow the link**

<b>01. RBBC Letter Dated: 27/08/24</b>	<b>Application No: <a href="#">24/01554/HHOLD</a></b>
LOCATION:	East Dean, 71 Parkhurst Road, Horley, Surrey RH6 8EU
DESCRIPTION:	Proposed single storey rear extension. External alterations to windows and doors. White render finish to existing external walls.
<b>HORLEY TOWN COUNCIL COMMENTS Ratified 24/09/24</b>	<b>No objections</b>

<b>02. RBBC Letter Dated: 29/08/24</b>	<b>Application No: <a href="#">24/01573/HHOLD</a></b>
LOCATION:	41 Chequers Close, Horley, Surrey RH6 8DT
DESCRIPTION:	Proposed extension to the side of the property
<b>HORLEY TOWN COUNCIL COMMENTS Ratified 24/09/24</b>	<b>No objections</b>

<b>03. RBBC Letter Dated: 29/08/24</b>	<b>Application No: <a href="#">24/01529/F</a></b>
LOCATION:	Templec, 19-20 Gatwick Metro Centre, Balcombe Road, Horley, Surrey RH6 9GA
DESCRIPTION:	Raise roof by up to 200mm to install an over-sheeting system on the existing roof of the commercial units
<b>HORLEY TOWN COUNCIL COMMENTS Ratified 24/09/24</b>	<b>No objections</b>

<b>04. RBBC Letter Dated: 06/09/24</b>	<b>Application No: <a href="#">24/01628/HHOLD</a></b>
LOCATION:	23 Limes Avenue, Horley, Surrey RH6 9DH
DESCRIPTION:	Alterations to the roof including raising the ridge and the erection of a dormer on the rear roof slope. Insertion of roof lights to the new front roof slope.
<b>HORLEY TOWN COUNCIL COMMENTS Ratified 24/09/24</b>	<b>No objections</b>

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<b>05. RBBC Letter Dated: 10/09/24</b>	<b>Application No: <a href="#">24/01650/HHOLD</a></b>
LOCATION:	21 Chesters, Horley, Surrey RH6 8BP
DESCRIPTION:	Conversion of attached garage into a habitable room. Replacement of garage door with bricks that match the rest of the house and window to match other windows in the existing house.
<b>HORLEY TOWN COUNCIL COMMENTS Ratified 24/09/24</b>	<b>No objections</b>

<b>06. RBBC Letter Dated: 11/09/24</b>	<b>Application No: <a href="#">24/01662/HHOLD</a></b>
LOCATION:	14 Avenue Gardens, Horley, Surrey RH6 9BS
DESCRIPTION:	The removal of outbuildings and conservatory and the erection of a rear and side ground floor extension in matching materials and a flat roof with fenestration.
<b>HORLEY TOWN COUNCIL COMMENTS Ratified 24/09/24</b>	<b>No objections</b>

<b>07. RBBC Letter Dated: 12/09/24</b>	<b>Application No: <a href="#">24/01669/TPO</a></b>
LOCATION:	57 Meath Green Lane, Horley, Surrey RH6 8HN
DESCRIPTION:	To remove a dying silver birch tree to ground level
<b>HORLEY TOWN COUNCIL COMMENTS Ratified 24/09/24</b>	<b>No objections, subject to no adverse comments from the Tree Officer. HTC would like to see a replacement tree(s) planted.</b>

<b>08. RBBC Letter Dated: 17/09/24</b>	<b>Application No: <a href="#">24/01652/HHOLD</a></b>
LOCATION:	Rostellan, 6 Victoria Road, Horley, Surrey RH6 9BN
DESCRIPTION:	Double and single storey side extension following demolition of existing conservatory
<b>HORLEY TOWN COUNCIL COMMENTS Ratified 24/09/24</b>	<b>No objections</b>



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<b>09. RBBC Letter Dated: 17/09/24</b>	<b>Application No: <a href="#">24/01608/HHOLD</a></b>
LOCATION:	142 Balcombe Road, Horley, Surrey RH6 9DS
DESCRIPTION:	Ground floor rear extension
<b>HORLEY TOWN COUNCIL COMMENTS Ratified 24/09/24</b>	<b>No objections</b>

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**Tree Works (Non-Felling)**

<b>A. RBBC Letter Dated: 10/09/2024</b>	<b>Application No: <a href="#">24/01592/TPO</a></b>
LOCATION:	19 Willow Brean, Horley, Surrey RH6 8EA
DESCRIPTION:	Three sycamore trees – reduce height by 2m, shorten lateral branches by a maximum of 0.75m to reshape the crowns. The reason is for safety due to the installation of a garden office adjacent to the trees.
<b>HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):</b>	<b><a href="#">No objections, subject to no adverse comments from the Tree Officer.</a></b>

**List of Planning Applications**  
**Registered by Reigate & Banstead Borough Council**  
**During the period 22 August 2024 – 19 September 2024**  
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<b>The following applications are for information only</b>

# HORLEY TOWN COUNCIL

**Joan Walsh**  
**Town Clerk**  
**Council Offices, 92 Albert Road**  
**Horley, Surrey RH6 7HZ**  
Tel: 01293 784765  
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Planning Policy Team  
Reigate and Banstead Borough Council  
Reigate Town Hall  
Castlefield Road  
Reigate  
Surrey  
RH2 0SH

22 August 2024

Dear Sirs

Horley Town Council welcomes the opportunity to contribute to the 'Call for Sites' request.

Under the current and previous local plans, Horley has delivered considerable residential developments through two main sites at 'The Acres' and Westvale Park; the latter is still being built out. In addition, there have been numerous other contributions from town centre developments and windfall sites (back garden developments).

Our ability to continue to provide sites able to make a significant contribution towards future housing targets is doubtful as these areas are certainly in FZ2 with elements of FZ3.

There is also the issue around the Rural Surrounds of Horley. This is a unique designation in the borough, as elsewhere they would be classified as Green Belt. To us, they are Horley's Green Belt in that they should prevent urban sprawl, maintaining open areas with our neighbouring settlements such as Smallfield and Gatwick Airport, but the designation does not afford them the same protection from development.

So, the Rural Surrounds could be considered as potential sites for future residential development, subject to flood risks as well as future windfall sites; however, the latter cannot be included in future local plan contributions as their delivery cannot be guaranteed within the life of a plan.

Before any new sites are considered, we are of the opinion that allocated sites in the adopted DMP should be brought forward first. These are:

HOR1 – the High Street car park  
HOR 3 – Police Station  
HOR7 – Telephone Exchange  
NWH4 – Land off Bonehurst Road  
SEH4 – Land off The Close and Haroldslea Drive

In addition, there is:

HOR9 – land west of Balcombe Road (aka the proposed business park) but delivery may be impacted by the outcome of the Gatwick Northern Runway Project (DCO) application.

There are other site allocations within the DMP, such as the Sheraton Hotel in Bonehurst Road, which are now operational businesses, offering services and employment so we trust these will no longer feature in the next iteration of the Local Plan. The Town Council would be very concerned if these sites continue to be included for development.

Consideration should also be given to approvals for development yet to be delivered, eg the approval of some 40 units above the Collingwood Batchellor store in Victoria Road, Horley.

In addition, there is the proposed development on the Mitchells site in Station Road which will provide a mix of residential and employment use.

Additionally, with respect to employment land, there is a case to re-develop the Bridge Business Park into a site fit for the 21st century as identified in previous re-development reports. This would require very careful planning to accommodate existing businesses of the site.

Whilst we believe that Horley can make site contributions such as strategic urban extensions, these can only realistically offer a small number of units.

We trust that the views above will be given full and careful consideration.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Joan Walsh', written in a cursive style.

Joan Walsh  
**Town Clerk**

# HORLEY TOWN COUNCIL

**Joan Walsh**  
**Town Clerk**  
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Tel: 01293 784765  
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Cllr Tim Oliver OBE, Council Leader  
Surrey County Council

**Sent by Email**

5 September 2024

Dear Cllr Oliver

## **Metrobus, Fastway 100 Bus Service Provision at Westvale Park Development, Horley**

Horley Town Council is writing to express concerns about the delay to the opening of the Fastway 100 Bus Provision by Metrobus at the Westvale Park, a matter which has already been raised directly by the WVP Residents Association with Cllr Furniss and the SCC Transport Development Team.

Local residents affected are very disappointed and frustrated that the Fastway 100 bus is still not running through Westvale Park, even though the development first opened as far back as 2017. It is now understood that the route will not be operational until Spring 2025. This timescale has reportedly been set between Surrey County Council's Public Transport Team and the Bus Operator and is due to the current uncertainty of when the works required by SCC will be completed to enable the service to begin.

Whilst we appreciate that more delays arose from outstanding road resurfacing and kerb modifications required by Surrey County Council and delivered by the Developer Consortium, this extended timeframe for completion is not acceptable and we respectfully ask that all parties work together to avoid any further delays.

We request that a revised programme of works is expedited in order to provide the vital provision for a full bus service at the development and we propose one of the following two options be taken into account:

- 1. To begin the Fastway 100 Bus this year with the same management controls agreed upon and adopted by Surrey County Council and the Consortium, as is currently in place for the 422/424 service through Hoadley Road; or**
- 2. To begin the Fastway 100 Bus this year with the adopted road and resurfacing completed through a revised programme of works in its entirety.**

We hope that our letter will be given due consideration and we look forward to receiving your response.

Yours faithfully

Joan Walsh  
**Town Clerk**

**cc:**

Cllr Matt Furniss – SCC Cabinet Member for Highways  
Cllr Andy Lynch - Surrey County Council  
Cllr Richard Biggs - R&B Borough Council Leader  
Keith Barlow - Westvale Park RA  
Claire Minter – Westvale Park RA  
Head of Place Delivery – R&B Borough Council  
Director – R&B Borough Council