

Planning and Development Policy Development Advisory Group
5 AUGUST 2019

Present: Councillors: Claire Vickers (Chairman), Karen Burgess, Brian Donnelly, Nigel Jupp, Liz Kitchen, Lynn Lambert, Godfrey Newman, Louise Potter and Diana van der Klugt

Apologies: Councillors: Tim Lloyd

Absent: Councillors: Alan Britten

Also Present: Ruth Fletcher and Jack Saheid

9 **NOTES OF PREVIOUS MEETING**

The notes of the previous meeting held on 27 June 2019 were received.

10 **REGULAR UPDATE ON PROGRESS OF KEY STRATEGIC SITES ALLOCATED IN THE HDPF 2015**

The Director of Place gave an update on the key change that had occurred since the presentation on strategic sites given to the Group at the previous meeting. Pre-application discussions for the Land North of Horsham site were taking place with Bohunt School.

The Cabinet Member asked that the Group be sent the anticipated timescale for the submission of the reserve matters planning application.

11 **HORSHAM DISTRICT COUNCIL STATEMENT OF COMMUNITY INVOLVEMENT**

The Head of Strategic Planning gave a presentation on the Council's review of its Statement of Community Involvement (SCI). This document sets out how the Council involves stakeholders and the community in the planning process. Following changes to government guidance, the Council's SCI, published in 2017 has been updated. The revised SCI comprises two key sections: information on the Local Plan and planning policies; and advice on making planning applications.

Consultation with key stakeholders is taking place between 27 July to 6 September. If anything significant arises from the consultation it would be reported to the PDAG Members before the draft SCI is presented to Cabinet on 26 September.

12 **HORSHAM DISTRICT LOCAL PLAN REVIEW EVIDENCE BASE UPDATE**

The Group were given presentations on two areas of work being carried out as part of the Local Plan Review.

Transport modelling work was being undertaken with a view to producing a new Horsham Transport Study. The Cabinet Member stated that this was a robust study that would help to mitigate the impact of new development, including measures to facilitate sustainable transport use.

The Group were also updated on the assessment of Gypsy, Traveller and Travelling Showpeople accommodation needs in the district. A call for potential Gypsy, Traveller and Travelling Showpeople sites is being undertaken from 3 June to 30 August.

The Cabinet Member advised that further updates on the progress of these studies will be presented following the completion of these studies.

13 **WARNHAM AND SLINFOLD CONSERVATION AREA APPRAISALS**

The Group were reminded that the Planning (Listed Buildings and Conservation Areas) Act 1990 required local authorities to review Conservation Areas from time to time, and that five Conservation Areas in the district had recently been reviewed and updated.

A presentation was given on the two Conservation Areas currently being reviewed: Slinfold and Warnham. It is envisaged that the updated documentation will also identify locally listed buildings.

The draft Conservation Area appraisals would be brought to the next PDAG for further comment prior to consultation on the draft documentation, which will include briefings with the relevant Parish Councils.

The Conservation Area Appraisals and Management Plans for Slinfold and Warnham would be considered by Cabinet on 28 November.

The next two areas scheduled for appraisal are Horsham Town Centre and Richmond Road Conservation Areas.

14 **FORWARD PLAN EXTRACT FOR THE PLANNING AND DEVELOPMENT PORTFOLIO**

The extract from the Forward Plan was noted. The Forward Plan for September would be amended to reflect that the Warnham and Slinfold Conservation Area Appraisals report would go to Cabinet in November.

The meeting closed at 11.12 am having commenced at 10.00 am

CHAIRMAN