



WARNHAM PARISH COUNCIL

Clerk: Mrs Shaw E-mail – clerk@warnham.org.uk

MINUTES of the Full Council's Ordinary Meeting of the Warnham Parish Council held on Tuesday 17th December 2024 at 19.45pm in the Parish Rooms, St Margaret's Church, Warnham

Members:

Cllr Sally Pavey (SP) (C) (P)	Cllr Lewis Sage (LS) (A)
Cllr Fiona Robinson (FR) (P)	Cllr Ian Gurling (IG) (VC) (P)
Cllr Tom Bickford (TB) (A)	
Cllr Sarah Williams (SW) (P)	
Cllr Gregg Maxum (GM) (A)	

In attendance: Mrs Shaw (Clerk)

Also present: One MOP was present.

1. Apologies for absence –

Cllr Christian Mitchell and DCllr Tricia Youtan and Kasia Greenwood sent in their apologies. Cllrs GM, LS and RC sent in their apologies prior to the meeting and were duly accepted. Cllr TB was absent.

2. Declarations of Interest:

Cllr Sally Pavey declared an interest in all matters in relation with Gatwick and CAGNE. Cllr GM declared an interest in the Cricket Club.

3. Public Participation

Nothing for this meeting.

4. To receive updates and reports from the County and District Councillor.

- Cllr CM sent in his report and the clerk circulated to council prior to the meeting and is listed at the end of the minutes.
- DCllr KG - sent in her report and the clerk circulated to council prior to the meeting and is listed at the end of the minutes. DCllr TY – Nothing further to mention. The council had nothing further to add or comment on either report. Council noted that DCllr TY has suffered with ill health lately and wished her speedy recovery.

5. Minutes of Previous meeting.

Council received, approved and accepted any recommendation from the minutes of the following committees:

- Full Council held on the 19th November 2024
- Planning & Highways Committee on the 1st October, 5th November & 3rd December
- Finance Committee on the 3rd December 2024

It was UNANIMOUSLY agreed that the Council accept and approve any recommendations and Full Council and Finance minutes as a true record of the meetings. The Chair duly signed the minutes.

6. To consider any urgent matters arising from the last meeting on the 19th November 2024 that cannot wait until the next meeting

- a. To receive any updates from external committees/meetings attended by the Clerk or Councillors. Cllr SW and SP mentioned that they attended the hearings for the HDC Local Plan. The hearings have now been cancelled until HDC are able to revise the plan inline with the Inspector's requests. DCllr KG had this to add, sent via email prior to the meeting: "We are thoroughly disappointed by what feels an unnecessary delay and are deeply concerned that it risks greatly increased housing numbers. The current plan has lower, more deliverable housing targets, higher levels of affordable housing, more protection for green spaces and the environmental, and requires housing to be built to a higher standard of energy efficiency". Both Cllr SP and SW stated that there seemed to be a lack of joined up thinking coming from HDC and that the officers in HDC didn't address many of the questions directed at them by the Planning Inspector during the hearings that were conducted. The Clerk informed Cllrs that she attended the WSCC Riparian webinar and will update the council once the slides and paperwork have been released. WSCC have produced a toolkit for councils to use in addressing flooding issues caused by Landowner negligence on maintaining ditches or water courses. WSCC has set up a dedicated email and team for council's to contact.
- b. To discuss a joint letter from Rusper, Slinford and Warnham in relation to Gatwick and to confirm a meeting date of 28th January 25 for a 3-council public meeting. Cllr SP mentioned that the meeting is looking unlikely at the moment and stated that she had been asked to explore legally how they can challenge the air shape change by Rusper and Slinford Parish Councils. Cllr SP sought legal advise, who replied with quite a lengthy response, because anyone wishing to challenge it is no outside the ten day deadline of serving a Judicial Review. MP John Milne has sent his reply back to council. The CAA now wont get involved. It was thought they wanted to get to the end of term and review it. The legal advise stated that at the end of the public consultation they could issue a Judicial Review, but it would carry cautions. Cllr SP mentioned that a letter from a Solicitor had come in ahead of the meeting and will circulate the next working day. The solicitor is happy to act for the three councils but there is no cost factor at the moment. The contents of the letter will be listed at the end of the minutes.
- c. To adopt the HDC's Statement for the Local Plan as part of Warnham's Neighbourhood Plan. Cllr SP mentioned that with the withdrawal of HDC Local Plan the parish council are unable to adopt the statement and will have to postpone it until the Local Plan is fully adopted. The Cllrs mentioned that the NHP's cost a lot of money and that they feel HDC doesn't really listen to NPH's. Cllr SP would like a date set for January 2025 for a NHP meeting.

Move to Planning & Highways

7. To consider any urgent matters arising from the last meeting on the 3rd December 2024 that cannot wait until the next meeting

For council to discuss any matters considered urgent that have come in after the publication of the agenda.

- a. To discuss Hanging Baskets for the Parish. A MOP of the public sent in a request for hanging baskets to go up on the lampposts in Church Street. The MOP sent in the full list costings. The Cllrs welcomed the idea. The MOP present mentioned that the lampposts are Grade II listed and thought would have to be given in use of a ladder and water. The council decided that placing the hanging baskets would not be the best idea and would like to offer the MOP an alternative by having more planters round the centre of the village. Council asked the Clerk to write to the MOP stating this new information and offering the planters.

Action: The Clerk

8. To discuss any Compliance Cases

None for this meeting.

9. To note any Appeal Cases

None for this meeting.

10. To discuss any Highways Issues including Traffic

- a. SID on Bell Road – Cllr SW mentioned that the a MOP approached them and mentioned that the SID on Bell Road was not working correctly. Council asked for the Clerk to write to the company and ask for them to attend. Cllr SP also mentioned that the council had received a letter from a MOP in Rowhook thanking the Council for acting so quickly on the placement of a new SID in Rowhook. **Action: The Clerk**
- b. Update Northlands Road -Cllr SP would like an update sent to Northlands Residents on the TRO and Flooding issues. **Action: The Clerk**
- c. Footpath on Church Street – Cllr SW mentioned that the footpath had been marked up for repair but did not include the whole path. Cllr SW asked the Clerk to contact WSCC Highways to ask what is happening. The Clerk will forward any response. **Action: The Clerk**
- d. Robin Hood Lane – Cllr SP mentioned that the road was closed for major repair

11. To discuss the Planning Applications

Planning Applications for the Council to consider attached with the agenda and previously circulated. **To discuss and determine action**

Planning Applications

Application No:	EIA/24/0006
Registered:	23rd October 2024
Site Address:	Brookvale Land at Kingsfold Dorking Road Kingsfold
Type:	The development type is EIASCO – EIA Scoping Opinion
Description of Works:	EIA scoping opinion request for development of the site for a new garden village comprising approximately 2,125 homes, including extra care provision, employment uses, primary school provision, a solar farm, a new railway station and a local centre.
Decision:	The Parish Council strongly object to this planning application on the following grounds: 1. The Parish is not in need of a new primary school – the parish is in desperate need of a secondary and SENCO school. 2. The data from the recent Traffic Flow survey shows that the A24 already has heavy vehicle movement which moves at high speed. The new proposal being put forward by WSCC Highways is for no expansion of the A24. This application for 2125 home could increase the volume of traffic by potentially adding circa 4500+ cars. There is a serious lack of existing highways provision currently and within the application for the future. 3. The area itself is not a sustainable location and will create an urban sprawl. This application is not in keeping within a rural parish. There is only a public house in Kingsfold. Potential residents would have to use vehicles to access shopping, schools, health care and railways. The development would affect local biodiversity and increase environmental strain, particularly in waste management and pollution. The location is situated in close proximity of incinerator.

4. This site does not benefit either Kingsfold or Warnham.

Application No: DC/24/1891
Registered: 5th December 2024
Site Address: The Dog And Duck Car Park Dorking Road Kingsfold West Sussex
Type: The development type is 020-Change of Use
Description of Works: Change of use of the land to permit the keeping of horses and laying of ancillary hard surfaced tracks (Retrospective)
Decision: The Parish Council has no further comments to make on this planning application.

Application No: CA/24/0054
Registered: 11th Decemeber 2024
Site Address: 10 Church Street, Warnham, RH12 3QW
Type: The development type is PRE08-Pre-app – Tree Application
Description of Works: Surgery to 1x Quince, 2 x Apple, 1 x Birch, Hawthorn and Privet hedgerow, 1 x Privet/Acuba Japonica, various shrubs/Yew/Privet hedge, 1 x Hazel and Fell 1x Goat Willow.
Decision: The Parish council has no objections to this planning application.

Planning Application Decisions

Application No: DC/24/1459
Site Address: Broomlands Farm Robin Hood Lane Warnham West Sussex RH12 3RR
Decision: Application Permitted
Description of Works: Change of use of a redundant agricultural barn to commercial use comprising Class B8 (Storage)

Application No: DC/24/1301
Site Address: 27n Church Street, Warnham, RH12 3QP
Decision: Application Permitted
Description of Works: Erection of a second storey rear extension over existing single storey extension and erection of a single storey rear extension. Erection of single storey outbuilding at rear of property to form a garage and office

Application No: DC/24/1771

Site Address: Westons Farm Dorking Road Warnham Horsham West Sussex RH12 3QQ
Decision: Prior Approval Not Required
Description of Works: Prior notification for the demolition of seven buildings

With no further business the meeting closed at 20.43 pm

Chairman..... Date.....

Item 4a.

Report to Warnham Parish Council

Report to Warnham Parish Council

Cnty Cllr Christian Mitchell

Tuesday, 17 December 2024, 7:45pm

The Warnham community TRO initiative

On 25 November 2024 Mr Matt Gray (Principal Traffic Engineer– Central Team) updated interested parties by email:

“Last week, the Parish Council and West Sussex County Council, along with the County Councillor and Cabinet Member met to discuss the viability of a trial Traffic Regulation Order throughout Warnham. The proposal will seek to change sat navs and divert traffic around the village, opposed through the village.

“These talks are still on-going but there is an agreement between all involved parties that a trial will be considered as a Community Highway Scheme.

“It sounds like the Parish Council and those involved with Ben/Mortys Law are on the same page as something needing to be done, as West Sussex have already had discussions with the Parish, the application for the trial will be made in due course by the Parish Council.

“Any updates following the application can be made by the Parish as an when an update is required.”

Temporary Traffic Regulations

Byfleets Lane

Between the junctions with Strood Lane and Tilletts Lane, Byfleets Lane

Daytime road closure for ditch clearance work

17 January 2025 9:30am to 3:30pm (day time only)

Access maintained for emergency services, residents and pedestrians

Northlands Road

Works at the junction with Mayes Lane and between A29 Bognor Road, Northlands Road
Daytime road closure for ditch clearance work
15 January 2025 9:30am to 3:30pm (day time only)
Access maintained for emergency services, residents and pedestrians

Business of the County Council

Full Council last met on Friday, 13 December 2024 [here](#).

The next meeting of full Council is Friday, 14 February 2025 at 10:30am [here](#).

ENDS

Item 4b

Parish Council Report – December

Recycling Vapes and Batteries

Horsham District Council is trialling two new collection points for used disposable vapes and batteries to encourage residents to dispose of these items more safely for recycling.

The two collection points are at The Pavilions Leisure Centre in Horsham and the Chanctonbury Leisure Centre in Storrington.

Batteries, vapes and small electricals can cause fires if disposed of in wheeled bins and have recently been a major cause of fires in our waste collection vehicles, meaning that whole loads of recycling have had to go to waste.

This is a trial for six months to provide an alternative service for recycling these items and to monitor usage.

Alternative ways to recycle vapes and batteries can be found here: www.horsham.gov.uk/recycling

Bin Collections over Christmas

There will be no bin collections on Christmas Day or Boxing day. Our operatives will be working on Saturday 28 December, as well as working additional Saturdays on 4 January and 11 January to catch up.

Waste and recycling collections will be back to the normal schedule week commencing 13 January.

Garden waste collections will be suspended over the festive period from 23 December and will resume on Tuesday 7 January.

If you require assistance to view the online personalised collections calendar, please ask a family member or you can request a printed version by calling 01403 733144.

We will continue to empty all dog bins and litter bins throughout the District during Christmas week.

We recommend you download the HDC App for up-to-date information and reminders about bin collections.

Friday Lates – Christmas Special

Friday 20 December, 6pm-8pm

Celebrate Christmas with us in Horsham Town Centre! The brilliant Mariachi band Beato Burrito will be performing Christmas classics and much more to get us in the festive party mood.

[Find out more](#)



Horsham Museum

Join us for the final Museum Late of 2024 at Horsham Museum on 20 December. Enjoy the museum's galleries and displays alongside live carol music in the garden, courtesy of Horsham Amateur Operatic and Dramatic Society (HAODS).

[Find out more](#)

Wellbeing Walks

Come and join us on our Christmas Day Wellbeing Walk. Everyone is welcome, whether you are coming by yourself or bringing the whole family.

This year the walk explores the footpaths and lanes around Southwater, starting in the country park.

All walks are led by a volunteer. No need to book, just turn up.

See here for [more information](#) on locations and dates of walks.

Online Magazine

For more information about events and initiatives see:

<https://magazine.horsham.gov.uk>

END

Item 6b

- Gatwick is currently sponsoring (i.e. applying for) an airspace change process known as FASI-S which would allow for modernisation of the airspace and in turn would facilitate increased flights if the DCO is granted.
- The airspace change process is governed by CAP1616 which is a Civil Aviation Authority guide for the development, making and consideration of an airspace change proposal: [CAP 1616 - Airspace](#)

[Change Process](#). The CAA is the regulator who is required to approve actions taken by the sponsors at each stage as they move through the CAP1616 process.

- Your parish council (PC) (and another local PC) have two main concerns as to how the airspace change process in respect of Gatwick is being carried out:
 - (i) you are generally concerned with how CAA is managing this process and do not think they are properly engaging with the PCs. The PCs have sent several letters to Gatwick Airport Limited (GAL) and the CAA. Your MP also met with the CAA. The PCs think the CAA are hiding behind CAP1616 and not properly engaging with the issues that arise from the current airspace routes proposed by Gatwick.
 - (ii) The councils are concerned about the CAA's decision which determined that Gatwick Airport had met the stage 2 requirements of the airspace change process. Prior to that, Gatwick had removed possible route options from the airspace change proposals and as a result it is more likely the airspace change will concentrate flights in the parish council areas. The PCs do not think this removal was justified.
- You are interested in threatening legal action regarding this decision by the CAA.

Unfortunately, it looks like the decision by the CAA to determine GAL had met the stage 2 requirements was made on 17/10/23 and CAA haven't made any further decisions since then. A claim for judicial review must be brought promptly and in any event within three months of the date of the decision. This means, if the PCs wanted to challenge the CAA's decision, they would have had to do so within 3 months of 17/10/23 and so we are not out of time.

However, there are several other stages and decisions yet to be made by the CAA throughout the airspace change process which could potentially be the subject of a judicial review challenge. We advise it would be better for you to concentrate on decisions that will be made in the future which could act as a trigger for future litigation opportunities, and which could allow the PCs to raise their concerns regarding the removal of routes at stage 2. For example, if the final approval decision by CAA is made on the basis that it relies on an erroneous decision at stage 2 to remove certain routes, you could potentially raise that point in a challenge brought against the final decision.

The next stage in the Gatwick airspace change process is Stage 3. The [CAA portal](#) states: "Gatwick has informed the CAA that it will not be submitting its Stage 3 documentation for a gateway [i.e. for assessment by the CAA] on the 31 January 2025. Gatwick is currently conducting detailed options analysis and environmental assessment work that will inform the revised timeline, with further details anticipated in Q1 2025." So, it looks like we have a bit of time before the next consultation process is underway and it will no be longer in January 2025 as you initially thought? I understand that at the end of the stage 3 assessment and consultation, the CAA will make another decision in respect of GAL's compliance with the stage 3 process.

We suggest it would be best to pick this up again once the stage 3 public consultation is live. Please do get back in touch with us then and we can look at whether we can assist with preparing a robust response to the consultation that addresses your concerns and puts you in good standing to bring legal action down the line.

Lastly just to confirm that we are able to act for parish councils!