



WARNHAM PARISH COUNCIL

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

MINUTES of the Full Council's Annual General Meeting of the Warnham Parish Council held on Tuesday 19th May 2026 at 19.00pm in the Parish Rooms, St Margaret's Church, Warnham

Members:

Cllr Sally Pavey (SP) (C) (P)	Cllr Lewis Sage (LS) (P)
Cllr Fiona Robinson (FR) (A)	Cllr Ian Gurling (IG) (VC) (P)
Cllr Richard Smith (RS) (P)	Cllr Gregg Maxam (GM) (P)
Cllr Sarah Williams (SW) (P)	

In attendance: There were two members of the public (MOP). The Environmental Officer was also in attendance.

Also present: CCllr Colin Minto and DCllr Ross Dyer was also present.

FC0726 Election of Chair and Vice Chair

The Clerk asked for nominations for Chair to the council. Cllr SW nominated Cllr SP and Cllr GM seconded the motion. The Clerk asked for nominations for Vice Chair. Cllr SP nominated Cllr IG and Cllr LS seconded the motion. Both nominated Cllrs duly accepted the positions. ***It was UNANIMOUSLY agreed that Cllr SP and Cllr IG became Chair and Vice Chair to the council.***

FC0826 Apologies for absence –

Cllr FR and DCllr Trica Youtan sent their apologies prior to the meeting and were duly noted.

FC0926 Declarations of Interest:

Cllr IG declared an interest in School. Cllr GM declared an interest in the Cricket Club and Cllr SP declared an interest in all matters relating to Gatwick and CAGNE. Cllr IG declared an interest in in Planning Application **DC/26/0585**.

FC1026 Public Participation

Nothing for this meeting.

4 MOP left the meeting at 19.18pm

FC1126 To receive updates and reports from the County and District Councillor.

- i. CCllr CM addressed the members and MOP and introduced himself. The members welcomed CCllr CM to the role and stated that they are looking forward to working with him. Cllr SP asked whether there had been a handover from CCllr Mitchell. CCllr CM confirmed that there hadn't been any element of handover. Cllr SP provided a short update.
- ii. DCllr RD addressed the members and MOPs and introduced himself. The members welcomed DCllr RD to the role and stated that they are looking forward to working with him. He informed members that DCllr Trica Youtan has been working behind the scenes in relation to the allotments.

- FC1226 Minutes of Previous meeting.
To receive and approve and accept any recommendation from the minutes of the following committees:
- Full Council held on the 21st April 2026
 - Planning and Highways Committee held on the 21st April 2026 & 5th May 2026
 - Finance Committee held on the 5th May 2026
- It was UNANIMOUSLY agreed that the Council accept and approve any recommendations and minutes as a true record of the meetings.***
- FC1326 Consent to receive summons
To confirm consent under the Local Government Act 1972 Sch.12 para10(2)(b) to receive summons to attend the meeting in electronic format.
All Cllrs accepted and approved to receive summons in electronic formats. ***It was UNANIMOUSLY agreed that the Council accept and approve to receive summons in electronic formats.***
- FC1426 To confirm the appointment of the Responsible Financial Officer
To confirm the Clerk's continued role as the Responsible Financial Officer (RFO)
All Cllrs accepted and approved the Clerk continued as the Responsible Financial Officer for the fiscal year of 2026-27. ***It was UNANIMOUSLY agreed that the Council accept and approve as the Responsible Financial Officer for the fiscal year of 2026-27.***
- FC1526 Appointments to Standing and Statutory Committees:
- Planning & Highways Committee
Cllr GM Chair and Cllr RS as Deputy Chair.
Cllrs SP, IG, SW, FR, and LS.
 - Finance Committee
Cllr FR Chair and Cllr IG as Deputy Chair.
Cllrs SP, SW, RS and LS.
- It was UNANIMOUSLY agreed that the Council accept and approve the listed Cllrs on the standing and statutory committees.***
- FC1626 Council Representative on Outside Bodies
- HALC
It was UNANIMOUSLY agreed that the Council accept and approve that Cllrs SP and IG represent the parish council on HALC
 - WSALC
It was UNANIMOUSLY agreed that the Council accept and approve that Cllrs SP and IG represent the parish council on WSALC
 - Britiannacrest – Wealden Works Community Liaison Group
It was UNANIMOUSLY agreed that the Council accept and approve that Cllr SW represent the parish council on Britiannacrest and Wealden Works Community Liaison Group
 - Parish and Neighbourhood Councils Climate Action Network
It was UNANIMOUSLY agreed that the Council accept and approve that Cllrs SP & SW represent the parish council on Parish and Neighbourhood Councils Climate Action Network
 - Wild About Warnham
It was UNANIMOUSLY agreed that the Council accept and approve that Cllrs SW and FR represent the parish council on Wild About Warnham

- f. GATCOM AND
It was UNANIMOUSLY agreed that the Council accept and approve that Cllr SP represent the parish council on Gatcom and

FC1726 To approve and readopt the following policies:

- a. Standing Orders
It was UNANIMOUSLY agreed that the Council accept, approve and readopt the Standing Orders.
- b. Financial Regulations
It was UNANIMOUSLY agreed that the Council accept, approve and readopt the Finance Regulations.
- c. To approve the Scheme of Delegation and to make any changes necessary.
It was UNANIMOUSLY agreed that the Council accept, approve and readopt the Scheme of Delegation.

FC1825 To consider any urgent matters arising from the last meeting on the 21st April 2026 that cannot wait until the next meeting

- i. To receive any updates from external committees/meetings attended by the Clerk or Councillors.
Cllr LS mentioned that he and Cllr SP had attended a meeting with the Cricket Club. Cllr SP mentioned that the lease is for the cricket club. Cllrs LS and SP will discuss further and bring back to the next full council meeting.
- ii. To discuss the Parish Day - discussed at the APM meeting prior to the Annual General Meeting.

Four MOPs joined the meeting at 19.56pm

FC1925 Planning Applications

Application No: DC/26/0585
Registered: 29th April 2026
Site Address: Land at Station Road Warnham West Sussex RH12 3SR
Type: The development type is 007- Smallscale Major Dwellings.
Description of Works: Outline application for the erection of approximately 24 residential dwellings, with all matters reserved except for access.
Decision: Warnham Parish Council objects in the strongest possible terms to planning application DC/26/0585 for the proposed development of 24 dwellings on land at Station Road, Warnham.
The Parish Council considers that the proposal represents an unsustainable and inappropriate form of development in open countryside that would result in significant and demonstrable harm to the character of the area, highway safety, ecology, drainage

infrastructure and the integrity of the adopted Warnham Neighbourhood Plan.

Whilst the Parish Council acknowledges the current absence of a five-year housing land supply within Horsham District, it is firmly of the view that the adverse impacts of this proposal substantially and demonstrably outweigh any benefits when assessed against the National Planning Policy Framework.

Site Context

Station Road is a small rural hamlet comprising approximately 21 existing dwellings. The proposed development would more than double the size of the settlement and fundamentally alter its established rural character. The site currently forms part of an existing smallholding and informal green space to the north of the current properties. It contributes significantly to the open and rural setting of the hamlet and provides habitat value for wildlife and amenity value for residents.

The application has been submitted in outline form with all matters reserved except access. Consequently, there remains no clarity regarding layout, scale, density, appearance, landscaping or the wider visual impact of the development.

Conflict with Planning Policy

The application site lies outside the Warnham Built-Up Area Boundary (BUAB) and is therefore classified as countryside under both the Horsham District Planning Framework (HDPF) and the adopted Warnham Neighbourhood Plan (June 2019).

The proposal is contrary to the spatial strategy and objectives of:

- HDPF Strategic Policy 3 – Development Hierarchy
- HDPF Strategic Policy 25 – The Natural Environment and Landscape Character
- HDPF Strategic Policy 26 – Countryside Protection
- The adopted Warnham Neighbourhood Plan

Importantly, Station Road was specifically considered and rejected as a housing allocation during the preparation of the Warnham Neighbourhood Plan. The reasons for rejecting the site remain entirely valid and relevant.

To approve this application would fundamentally undermine the integrity and purpose of the adopted Neighbourhood Plan and the locally agreed strategy for sustainable growth within the parish.

Grounds for Objection

1. Development Outside the Settlement Boundary

The proposal represents unjustified residential development in open countryside beyond the defined settlement boundary.

The site is not allocated for development within the development plan and does not form a logical or sustainable extension to Warnham village. Instead, it would create a disproportionate expansion of a small rural hamlet lacking the infrastructure and services necessary to support major residential growth.

The proposal would urbanise a currently open rural area and erode the established settlement pattern of the parish.

2. Highway Safety and Traffic Impact

Warnham Parish Council has serious concerns regarding highway and pedestrian safety.

Station Road has no pavements and no street lighting. Children regularly walk and cycle along the route to access schools and local facilities. The road network is narrow, rural in character and unsuitable for a development of this scale.

Particular concern exists regarding the A24 / Station Road / Bell Road junction, which has a documented history of serious and fatal accidents. The development is likely to generate a substantial increase in vehicle movements, estimated to be in the region of 35 additional vehicles associated with 24 dwellings. This would place further pressure on an already constrained and hazardous road network.

No pedestrian crossing facilities are proposed and there are no safe walking routes connecting the site to key services.

3. Unsustainable Location

The site is not a sustainable location for residential development.

Public transport provision is extremely limited. Rail services are infrequent, with approximately one train per hour, no Sunday service and no evening service after 19:00 on Saturdays.

There is no bus service serving the hamlet and no safe pedestrian or cycling route to Warnham village, which is approximately 1.5 kilometres away along an unlit route without pavements.

As a result, future residents would be heavily reliant upon private vehicles for virtually all daily activities, including access to schools, shops, healthcare and employment.

This level of car dependency is contrary to both local and national planning policies promoting sustainable patterns of development.

4. Ecology and Loss of Green Space

The application site supports a range of wildlife including bats, birds, reptiles and deer. Development of the site would result in direct habitat loss, fragmentation of ecological corridors and disturbance to wildlife. In addition, the proposal would result in the loss of an important informal green space currently enjoyed by local residents. No meaningful assessment has been provided regarding the community value of this land and no replacement provision has been proposed. The Parish Council considers the ecological information submitted with the application to be inadequate and insufficient to properly assess the environmental impact of the development.

5. Flood Risk and Drainage

Warnham Parish Council has serious concerns regarding flood risk, surface water drainage and the adequacy of the submitted drainage strategy.

The area surrounding Boldings Brook already experiences regular flooding issues affecting nearby land and existing properties to the south of the site. Development on elevated land to the north has the potential to materially increase surface water run-off and exacerbate flood risk to neighbouring homes.

These concerns are reinforced by the formal objection submitted by West Sussex County Council in its role as Lead Local Flood Authority, dated 14 May 2026.

The Lead Local Flood Authority has confirmed that:

- The proposed drainage strategy is not acceptable.
- The applicant proposes discharging surface water into an existing public foul sewer, contrary to National Standards for Sustainable Drainage Systems (SuDS).
- Southern Water has also objected to the proposed method of discharge.
- Further information and an alternative drainage solution are required before the application can be properly assessed.
- The submitted climate change allowance calculations are incorrect and require revision.

Leeds City Council v SSCLG [2009] EWHC 1014

Midcounties Co-operative Ltd v Wyre Forest DC [2009] EWHC 964

“If there are concerns arising from a planning application about the capacity of wastewater infrastructure, applicants will be asked to provide information about how the proposed development will be drained and wastewater dealt with...The timescales for works to be carried out by the sewerage company do not always fit with development needs. In such cases, local planning authorities will want to consider how new development can be phased, for example so it is not occupied until any necessary improvements to public sewage system have been carried out.”

The Parish Council considers this objection highly significant. At present, there is insufficient evidence to demonstrate that the site can be safely and sustainably drained without increasing flood risk elsewhere. In the absence of a robust and policy-compliant drainage strategy, the proposal fails to demonstrate that it constitutes safe or sustainable development.

6. Harm to Rural Character and Settlement Coalescence

The proposal would fundamentally alter the scale, character and identity of Station Road.

A development of 24 dwellings within a hamlet of approximately 21 existing homes represents a wholly disproportionate expansion that would erode the rural nature of the area and introduce an urbanising form of development into open countryside.

The Parish Council is also concerned that the proposal would place further pressure on the important strategic gap between Warnham and the expanding North Horsham urban extension, contributing towards gradual coalescence and erosion of settlement separation.

Conclusion

For the reasons set out above, Warnham Parish Council objects strongly to planning application DC/26/0585.

The proposal conflicts with the adopted development plan, represents unsustainable development in the countryside, would create unacceptable highway safety and drainage concerns, would harm ecology and rural character, and would undermine the integrity of the adopted Warnham Neighbourhood Plan.

The Parish Council respectfully requests that Horsham District Council refuses planning permission for this application.

Application No: DC/26/0669

Registered: 17th April 2026

Site Address: 24A Friday Street Warnham Horsham West Sussex

Type: The development type is 021- Householder

Description of Works: Erection of a single storey front and side extensions.

Decision: The Parish Council have no further comments or recommendations relating to this planning application and therefore recommend that HDC Planning make the final decision.

- FC2026 Finance
- a. To consider and accept the Annual Governance Statement for the Financial Year of 25-26
It was UNANIMOUSLY agreed that the Council accept and approve the Annual Governance Statement for the Financial Year of 25-26
 - b. To sign the AGAR forms for the Financial Year 25-26
It was UNANIMOUSLY agreed that the Council accept and approve signing the AGAR forms for the Financial Year 25-26
 - c. To accept and note the Internal Auditors Report for the End of Year 25-26
The Clerk circulated the report prior to the meeting. The Cllrs duly noted and accepted the report. The Council It was UNANIMOUSLY agreed that the Council accepted the report.

FC2026 Outgoing Environmental Officer
The Cllrs had arranged a presentation for the outgoing Environmental Officer, Tony Maughan. The Cllrs thanked TM for his years of service and dedication to the parish council and the community.

The Public folder can be accessed through [May 26](#) where you will be able to find all the supporting documents relating to this meeting

With no further business the meeting closed at 8.09pm

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