

MVL ARCHITECTS & SURVEYORS
19 CHURCH STREET
GODALMING
GU7 1EL

Ref: 24/01769/F

**TOWN AND COUNTRY PLANNING ACT, 1990 AND LOCAL GOVERNMENT ACT, 1972
THE TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE)
(ENGLAND) ORDER 2015**

The Council of the Borough of Reigate and Banstead, as District Planning Authority under the provisions of Part III of the Town and Country Planning Act, 1990, and Part IX of the Local Government Act, 1972 **DO HEREBY GRANT** permission for the development specified in the First Schedule hereto subject to the conditions (if any) specified in the Second Schedule for the reason specified in the Third Schedule hereto.

FIRST SCHEDULE

The development specified in the application for planning permission dated 7th October 2024

Horley Town Council The Albert Rooms 92 Albert Road Horley Surrey

Single storey rear extension to Horley Town Council office building together with works to upgrade existing building and facilities for both staff and external users hiring the main hall, revised vehicle and cycle parking arrangements, introduction of photovoltaics and fenestration changes. As amended on 14/11/2024, 17/12/24 and on 26/02/2025.

SECOND SCHEDULE

1. The development hereby permitted shall be carried out in accordance with the following approved plans.

Reason: To define the permission and ensure the development is carried out in accord with the approved plans and in accordance with National Planning Practice Guidance.

Note: Should alterations or amendments be required to the approved plans, it will be necessary to apply either under Section 96A of the Town and Country Planning Act 1990 for non-material alterations or Section 73 of the Act for minor material alterations. An application must be made using the standard application forms and you should consult with us, to establish the correct type of application to be made.

Plan Type	Reference	Version	Date
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			Received
Floor Plan	L-1886-1-100		26.09.2024
Elevation Plan	L-1886-1-200		26.09.2024
Elevation Plan	L-1886-1-201		26.09.2024
Elevation Plan	L-1886-1-202		26.09.2024
Elevation Plan	L-1886-1-203		26.09.2024
Section Plan	L-1886-1-300		26.09.2024
Section Plan	L-1886-1-301		26.09.2024
Elevation Plan	L-1886-3-250	B	26.09.2024
Elevation Plan	L-1886-3-251	B	26.09.2024
Elevation Plan	L-1886-3-252	B	26.09.2024
Elevation Plan	L-1886-3-253	B	26.09.2024
Section Plan	L-1886-3-350	B	26.09.2024
Section Plan	L-1886-3-351	B	26.09.2024
Section Plan	L-1886-3-352	B	26.09.2024
Section Plan	L-1886-3-353	B	26.09.2024
Block Plan	L-1886-3-021	C	04.10.2024
Arb / Tree Protection Plan	RMT1065 - TPP		17.12.2024
Block Plan	L-1886-3-021	D	17.12.2024
Arboricultural Plan	RMT1065 - TCP		17.12.2024
Location Plan	L-1886-3-020	C	17.12.2024
Floor Plan	L-1886-3-150	C	17.12.2024
Location Plan	L-1886-1-020		07.10.2024

2. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To comply with Section 91(1) of the Town and Country Planning Act 1990 as amended by Section 51 (1) of the Planning and Compulsory Purchase Act 2004

3. Windows should preferably follow the existing pattern of vertically sliding sash and windows. Sash windows shall be vertically sliding. Casement windows shall have casements in each opening to ensure equal sightlines. All windows shall be set back behind the reveal at one brick depth.

Reason: To ensure that the development hereby permitted is only constructed using the appropriate external facing materials and detailing in the interest of maintaining the historic and architectural character of the building and the visual amenities of the area with regard to Reigate and Banstead Development Management Plan 2019 policies DES1 and NHE9.

4. The photovoltaics shall be black framed and black panels (avoiding silvered elements).

Reason: To ensure that the development hereby permitted is only constructed using the appropriate external facing materials and detailing in the interest of maintaining the historic and architectural character of the building and the visual amenities of the area with regard to Reigate and Banstead Development Management Plan 2019 policies DES1 and NHE9.

5. New construction shall follow the existing flemish bond sandfaced red brickwork with burnt blue header bricks.

Reason: To ensure that the development hereby permitted is only constructed using the appropriate external facing materials and detailing in the interest of maintaining the

historic and architectural character of the building and the visual amenities of the area with regard to Reigate and Banstead Development Management Plan 2019 policies DES1 and NHE9.

6. No development shall commence including groundworks preparation and demolition until all related arboricultural matters, including arboricultural supervision, monitoring and tree protection measures are implemented in strict accordance with the approved details contained in the approved RMTTree Consultancy report (ref RMT1065) and embedded "Tree Protection Plan and "Arboricultural Method Statement".

Reason: To ensure good arboricultural practice in the interests of the maintenance of the character and appearance of the area and to comply with Reigate and Banstead Development Management Plan 2019 policies NHE3, DES1 and DES3 and the recommendations within British Standard 5837:2012 Trees in relation to design, demolition and construction.

7. No development related activities shall commence until an onsite meeting is held between the council's Tree Officer, appointed Groundwork contractor, and retained Arboricultural consultant fulfilling the Arboricultural Clerk of Works (ACOW) function. The applicant or their agent is requested to contact the council's tree officer in respect of this matter. The council will require a minimum of 10 days' notice of the pre commencement meeting.
8. Notwithstanding the approved plans, no development shall commence until details of soft landscaping is submitted to and approved in writing by the Local Planning Authority (LPA). These shall include tree and hedge planting and any other where appropriate. The soft landscape details shall include an establishment maintenance schedule for a minimum of 2 years, full planting specifications, planting sizes & densities. Upon implementation of the approved development all the landscaping works shall be carried out in strict accordance with the landscape details as approved, and these shall be completed, before building completion, occupation or use of the approved development whichever is the earliest. If any of the new or existing tree/s or hedge/s, detailed and approved under this condition, are removed, die, or become significantly damaged or diseased within 5 years of completion, it/they shall be replaced before the expiry of one calendar year, to a planting specification agreed in writing by the Local Planning Authority.

Reason: To ensure good arboricultural and landscape practice in the interests of the maintenance of the character and appearance of the area and to comply with Reigate and Banstead Borough Development Management Plan 2019 policies NHE3, DES1 and DES3, and the recommendations within British Standards including BS8545:2014 and British Standard 5837:2012.

9. The development shall not commence until a [Habitat Management and Monitoring Plan (the HMMP)], prepared in accordance with the approved Biodiversity Gain Plan and including:
 - (a) a non-technical summary;
 - (b) the roles and responsibilities of the people or organisation(s) delivering the [HMMP];
 - (c) the planned habitat creation and enhancement works to create or improve habitat to achieve the biodiversity net gain in accordance with the approved Biodiversity Gain Plan;

- (d) the management measures to maintain habitat in accordance with the approved Biodiversity Gain Plan for a period of 30 years from the completion of development; and
- (e) the monitoring methodology and frequency in respect of the created or enhanced habitat to be submitted to the local planning authority,

has been submitted to, and approved in writing by, the local planning authority.

Reason: To provide enhancements to biodiversity in accordance with the provisions of the National Planning Policy Framework and Reigate and Banstead Development Management Plan 2019 policy NHE2.

- 10. The development hereby approved shall not be first occupied unless and until space has been laid out within the site in accordance with the approved plan numbered L 1886 3 150 Rev D for vehicles to be parked and for vehicles to turn so that they may enter and leave the site in forward gear. Thereafter the parking and turning areas shall be retained and maintained for their designated purpose.

Reason: The condition above is required in order that the development should not prejudice highway safety, nor cause inconvenience to other highway users, and to accord with the National Planning Policy Framework 2023 and Policy TAP1 Parking, access , and Servicing TAP2 of the Reigate and Banstead Local Plan Development Management Plan September 2019.

- 11. The development hereby permitted shall not be occupied unless and until a Travel Information Pack containing information on public transport within 1 km walking distance and distance of the site and the destinations they serve has been submitted to and approved in writing with the Local Planning Authority. The approved document shall be distributed to the users of the proposed development upon first occupation.

Reason: The condition above is required in order that the development should not prejudice highway safety, nor cause inconvenience to other highway users, and to accord with the National Planning Policy Framework 2023 and Policy TAP1 Parking, access , and Servicing TAP2 of the Reigate and Banstead Local Plan Development Management Plan September 2019.

- 12. The development hereby approved shall not be first occupied unless and until space has been laid out within the site in accordance with the approved plan numbered L 1886 3 150 Rev D for bikes to be stored. Thereafter the bike parking area shall be retained and maintained for its designated purpose.

Reason: The condition above is required in order that the development should not prejudice highway safety, nor cause inconvenience to other highway users, and to accord with the National Planning Policy Framework 2023 and Policy TAP1 Parking, access , and Servicing TAP2 of the Reigate and Banstead Local Plan Development Management Plan September 2019.

THIRD SCHEDULE

The development hereby permitted has been assessed against development plan policies DES1 TAP1 NHE3 NHE9 CCF1 and material considerations, including third party representations. It has been concluded that the development is in accordance with the development plan and there are no material considerations that justify refusal in the public interest.

The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development where possible, as set out within the National Planning Policy Framework.

INFORMATIVES

1. The Planning Authority recommends the retention of RMTTree Consultancy, in performance of the Arboricultural Clerk of Works function, and fulfillment of overseeing the obligated tree protection. The Arboricultural Clerk of Works will present records of supervision and monitoring undertaken, as sequenced in the Arboricultural Method statement to the planning authority. It should be acknowledged that failure to comply with these conditioned details either fully or in part, would constitute a breach of planning, and be investigated accordingly.
2. The use of suitably experienced landscape architects is recommended to satisfactorily address both the design and implementation of the landscape details of the above condition although such landscaping is often straightforward and small scale in proportion to the approved development.
3. The developer is reminded that it is an offence to allow materials to be carried from the site and deposited on or damage the highway from uncleaned wheels or badly loaded vehicles. The Highway Authority will seek, wherever possible, to recover any expenses incurred in clearing, cleaning or repairing highway surfaces and prosecutes persistent offenders. (Highways Act 1980 Sections 131, 148, 149).
4. Section 59 of the Highways Act permits the Highway Authority to charge developers for damage caused by excessive weight and movements of vehicles to and from a site. The Highway Authority will pass on the cost of any excess repairs compared to normal maintenance costs to the applicant/organisation responsible for the damage.
5. The applicant is expected to ensure the safe operation of all construction traffic in order to prevent unnecessary disturbance obstruction and inconvenience to other highway users. Care should be taken to ensure that the waiting, parking, loading and unloading of construction vehicles does not hinder the free flow of any carriageway, footway, bridleway, footpath, cycle route, right of way or private driveway or entrance. Where repeated problems occur the Highway Authority may use available powers under the terms of the Highways Act 1980 to ensure the safe operation of the highway.
6. It is the responsibility of the developer to ensure that the electricity supply is sufficient to meet future demands and that any power balancing technology is in place if required. Electric Vehicle Charging Points shall be provided in accordance with the Surrey County Council Vehicular, Cycle and Electric Vehicle Parking Guidance for New Development 2022. Where undercover parking areas (multi-storey car parks, basement or undercroft parking) are proposed, the developer and LPA should liaise with Building Control Teams and the Local Fire Service to understand any additional requirements. If an active connection costs on average more than £3600 to install, the developer must provide cabling (defined as a 'cabled route' within the 2022 Building Regulations) and two formal quotes from the distribution network operator showing this.

Please remove any site notice that was displayed on the site pursuant to the application.

Dated this 31st March 2025

Andrew Benson

Head Of Planning & Regulatory Services (duly authorised in this behalf)

Any approval given herein relates only to development under the Town and Country Planning Act, 1990. Consent under the Building Regulations may also be necessary