

# COUNCILLORS' INFORMATION BULLETIN

Tuesday, 14 February 2023

**Bulletin No: IB/1169**

INFORMATION ITEM	Pages
<p>1 <b>Delegated Planning Decisions</b></p> <p>Delegated planning decisions for the week beginning 6 February 2023 are attached. Contact for enquiries: Jean McPherson, Group Manager (Development Management) on <a href="mailto:jean.mcpherson@crawley.gov.uk">jean.mcpherson@crawley.gov.uk</a>.</p>	3 - 4
<p>2 <b>Temporary Traffic Regulation Orders</b></p> <p>The following documents are attached in relation to Temporary Traffic Regulation Orders:</p> <ul style="list-style-type: none"> <li>• List of Temporary Traffic Regulation Orders.</li> <li>• Maidenbower Lane, Maidenbower (Appendix A).</li> <li>• Radford Road, Pound Hill (Appendix B).</li> <li>• Brighton Road, Southgate/West Green (Appendix C).</li> <li>• Hazelwick Road, Three Bridges (Appendix D).</li> </ul>	5 - 14
<p>3 <b>Councillor Photo IDs for the New Town Hall</b></p> <p>As part of the transition to the New Town Hall, all Councillors are required to get a new photo ID. There are still some photos outstanding which are required to be taken to ensure all Councillor new ID passes are ready for distribution at Group meetings on Monday 20 February.</p> <p>Once ID passes have been issued Councillors can start working from the new Town Hall.</p> <p>Please refer to information in <a href="#">IB/1168</a> (which is available for Councillors only) for additional information on how to book a slot.</p>	



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The Boulevard  
Crawley  
West Sussex  
RH10 1UZ

4 **Action Taken Under Delegated Authority: Award of Contract for Benefits Online Portal and Document Management System**

On 8 February 2023 Councillor Jones, as Leader of the Council, awarded both Lot A (portal and forms) and Lot B (document management system) contracts to Bidder 1 as set out in report FIN/612 which was published for Councillors only on 31 January 2023 in Councillors' Information Bulletin [IB/1167](#).

5 **Action Taken Under Delegated Authority (Significant Operational Decision): Minor Amendment to the Constitution: Speaking at Planning Committee Procedure Rules**

Public speaking rights are available at the Planning Committee for those who meet the criteria set out in the Speaking at Planning Committee Procedure Rules. The current Rules state that speakers are to give prior notice if they wish to use visual aids as part of their presentation, although no further guidance is given. This has left the Rules ambiguous as to what constitutes a visual aid and how this information can be disseminated at the meeting. Although visual aids are infrequently used by speakers, it has become apparent that there is confusion around the process and what visual aids will be permitted. It was therefore felt that the Rules should be amended to provide this clarity and the change is, we feel, the most appropriate way forward to retain democracy in the planning process whilst ensuring that no heavy PowerPoint presentation is used. This amendment will not remove any rights of speakers.

Therefore, on 7 February 2023 the Head of Governance, People & Performance agree to delete paragraph 2.3 of the current Speaking at Planning Committee Procedure Rules, namely: "Speakers are asked to give prior notification if they wish to use visual aids." and replace with the following: "Should a speaker wish to use any visual aids they must notify Democratic Services via email at [democratic.services@ Crawley.gov.uk](mailto:democratic.services@ Crawley.gov.uk) no later than 12 noon on the day of the Committee. Any electronic visual aids to be shown during a speaker's presentation must also be included with that request. Only maps, plans, diagrams, photographs and video footage may be used as a visual aid by a speaker to support their verbal presentation. However, these materials cannot be circulated as hard copies at the meeting itself. It should be noted that the identity and privacy of other individuals should be respected in all content. In addition, any video footage must not exceed the speaker's allocated time."

This decision was taken following an informal discussion with the Planning Committee, and consultation with the Planning Committee Chair and Vice-Chair.

This decision takes immediate effect, and the Constitution has been updated to reflect the change.

6 **Press Releases**

Press releases are available at [www.crawley.gov.uk/news](http://www.crawley.gov.uk/news)

# CRAWLEY BOROUGH COUNCIL

## DELEGATED PLANNING DECISIONS

The following decisions were issued, subject to conditions, under delegated powers for the period 06/02/2023 and 10/02/2023

Application Number	Location	Proposal	Date of Decision	Decision
CR/2022/0080/TPO	SEYMOUR PRIMARY SCHOOL, SEYMOUR ROAD, BROADFIELD, CRAWLEY	T47 Oak - reduce height and crown radius by 2-3m to nearest appropriate growth points to balance crown. Final height of approximately 19m and crown spread of 8m on all aspects  T42 Oak - reduce height and crown radius to 4.5m from the trunk to appropriate pruning points to alleviate wind sail. Final height approximately 12m and crown spread 4m  T44 and T38 Silver Birch (dead trees) - fell to ground level  T33 Goat Willow - fell to ground level	10 February 2023	CONSENT
CR/2022/0404/FUL	66 HARE LANE, LANGLEY GREEN, CRAWLEY	Part retrospective application for a single storey rear extension and erection of two storey rear extension. Demolition of existing outbuilding (amended description)	8 February 2023	PERMIT
CR/2022/0437/TPO	IN FRONT OF UNIT 8, LOWFIELD WAY, LANGLEY GREEN, CRAWLEY	Blue Cedar (T1)- shorten the low lateral branches, top the south and west by 2 metres to suitable growth points to re-balance crown. Crown-lift canopy to 5 metres above ground level, removing secondary branches only	10 February 2023	REFUSE
CR/2022/0602/TPO	3 MILTON ROAD, POUND HILL, CRAWLEY	T1 - rear garden - neighbours walnut tree: prune branches overhanging 19 browning close by up to 2 metres. Prune branches encroaching onto the outbuilding to give 2 metres clearance. All cuts shall be made to the nearest	10 February 2023	CONSENT

Application Number	Location	Proposal	Date of Decision	Decision
		suitable growth points (amended description)		
CR/2022/0625/FUL	3 PINE SHAW, POUND HILL, CRAWLEY	Demolition of existing conservatory and erection of single storey rear extension with roof lantern and alterations to existing roof	9 February 2023	PERMIT
CR/2022/0695/TPO	22 LOWE CLOSE, BROADFIELD, CRAWLEY	T1 Oak - reduce height and crown radius by a maximum of 2 metres. All pruning cuts shall be made to the nearest suitable secondary growth points (amended description)	10 February 2023	CONSENT
CR/2022/0721/TPO	GRAND PARADE, HIGH STREET, NORTHGATE, CRAWLEY	Oak T1000003 (Jubilee Oak) - reduce height and eastern, southern and western lateral spreads by a maximum of 2 metres to nearest suitable growth points and remove deadwood. Remove deadwood only from northern aspect of crown, use of resistograph decay detection equipment, use of decompaction equipment around base of tree (amended description)	10 February 2023	CONSENT
CR/2022/0769/192	26 BUCKMANS ROAD, WEST GREEN, CRAWLEY	Certificate of lawfulness for a proposed loft conversion with flat roof rear dormer loft conversion, and four roof lights in front roof slope, and the removal of chimney and soil vent pipe	9 February 2023	PERMIT
CR/2023/0002/HPA	43 STAGELANDS, LANGLEY GREEN, CRAWLEY	Prior notification for the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 6 metres, and have a maximum height of 3.40 metres and an eaves height of 2.85 metres	10 February 2023	PRIOR APPROVAL NOT REQUIRED

# Agenda Item 2

## **List of Temporary Traffic Regulation Orders**

The following documents are attached in relation to Temporary Traffic Regulation Orders:

- Maidenbower Lane, Maidenbower (Appendix A).
- Radford Road, Pound Hill (Appendix B).
- Brighton Road, Southgate/West Green (Appendix C).
- Hazelwick Road, Three Bridges (Appendix D).

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# PUBLIC NOTICE

## Temporary closure of Maidenbower Lane, Maidenbower 4th March 2023.

**NOTICE IS HEREBY GIVEN** that from the date specified below, West Sussex County Council has temporarily closed to all traffic, Maidenbower Lane, in the Crawley District (B) under Section 14(2) of the Road Traffic Regulation Act 1984, as amended, on Maidenbower Lane for a distance approx 252 metres.

The temporary closure is scheduled to commence on 4th March 2023 for up to 5 days (it is estimated to be completed on 4th March 2023) and is required for the safety of the public and workforce while Balfour Beatty undertakes a Road Closure from Maidenbower Drive to the end of Maidenbower Lane for urgent essential safety works.

The restriction will be in place **off peak only** from 09:30 until 15:00

An alternative route will be signed on site but please visit <https://one.network/?tm=132735276> for more details.

Access maintained for emergency services, residents and pedestrians.

Access will not be maintained during works and the diversion route will need to be followed.

For information regarding this closure please contact Balfour Beatty on 01243 642105 who will be able to assist with scope of these works.

Dated: 31st January 2023

Matt Davey

Assistant Director of Highways, Transport and Planning

### West Sussex County Council

[Report a problem with a road or pavement](#) or raise a [highways related enquiry](#)

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# PUBLIC NOTICE

## WEST SUSSEX COUNTY COUNCIL TEMPORARY ROAD CLOSURE

### **RADFORD ROAD, CRAWLEY**

NOTICE IS hereby given that in pursuance of the provisions of Section 14(2) of the Road Traffic Regulation Act, 1984, as amended, the use of **RADFORD ROAD, CRAWLEY** from junction with **STEERS LANE TO BALCOMBE ROAD** is temporarily prohibited from **02/02/23**

**The restriction will be in place 24hrs.**

This emergency closure has been extended and is necessary to allow **SGN - Gas Escape in progress. Gas board trying to restore gas to a number of properties which are without service in inclement weather. South East Water are also working collaboratively at this location for Immediate mains works.**

It is anticipated the works will be completed by **17/02/23**

Emergency vehicle, Residential and Pedestrian access will be maintained at all times

The alternative route for traffic will be signed on site

This notice will be effective for a maximum of 21 days from the date given above

Any queries about the effect of the closure on traffic using the highway please contact the West Sussex Contact Centre on 01243 642105

Any queries about the nature of works please contact **SGN - 02394 281 202**

Dated **10 February 2023**

Matt Davey  
Assistant Director of Highways, Transport and Planning

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Please be advised that West Sussex County Council has received a request for Temporary Traffic Regulation as follows:

Road Name	Brighton Road	
Village/Town/Parish	Crawley	
Specific Location	Brighton Road, Crawley	
Reason for TTRO	Road Closure between the junctions Pegler Way and Crawley Avenue with works taking place on the level crossing to carry out track maintenance	
Proposed Start Date / Time	Date: 28th June 2023	Time: 23:00
Proposed End Date / Time	Date: 29th June 2023	Time: 05:00
The restriction will be effective		
	Night-time only from (time) 23:00 (time) 05:00	
Access arrangements	Access will not be maintained during works and the diversion route will need to be followed	
Applicant name	Network Rail Infrastructure Ltd	
Applicant contact tel number	03457114141	
Any other details	For more information about this proposed TTRO please visit: <a href="https://one.network/?tm=132531324">https://one.network/?tm=132531324</a>	

The application is currently being processed and you will be advised further when details are confirmed.

Yours faithfully,

West Sussex County Council

Streetworks Team

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Email: [tro@westsussex.gov.uk](mailto:tro@westsussex.gov.uk)

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# PUBLIC NOTICE

## WEST SUSSEX COUNTY COUNCIL TEMPORARY ROAD CLOSURE

### **HAZELWICK ROAD, THREE BRIDGES**

NOTICE IS hereby given that in pursuance of the provisions of Section 14(2) of the Road Traffic Regulation Act, 1984, as amended, the use of **Hazelwick Road, Three Bridges** from junction with **Crabbet Road to North Road** is temporarily prohibited from **13/02/23**

#### **The restriction will be in place 24hrs**

This emergency closure is necessary to allow **Leak in carriageway**

It is anticipated the works will be completed by **15/02/23**

Emergency vehicle, Residential and Pedestrian access will be maintained at all times

The alternative route for traffic will be signed on site

This notice will be effective for a maximum of 21 days from the date given above

Any queries about the effect of the closure on traffic using the highway please contact the West Sussex Contact Centre on 01243 642105

Any queries about the nature of works please contact **Southern Water on 01903 272167**

Dated **14 February 2023**

Matt Davey  
Assistant Director of Highways, Transport and Planning

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