

# COUNCILLORS' INFORMATION BULLETIN

Wednesday, 14 June 2023

**Bulletin No: IB/1186**

INFORMATION ITEM	Pages
<p>1 <b>Delegated Planning Decisions</b></p> <p>Delegated planning decisions for the week beginning 5 June 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 - 6
<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>• Horsham Road, Southgate (Appendix A).</li> <li>• Orchard Street, West Green (Appendix B).</li> <li>• Friary Way, Northgate (Appendix C).</li> <li>• Woodfield Road, Northgate (Appendix D).</li> <li>• Rusper Road, Ifield (Appendix E).</li> <li>• Bradbury Road to Pallingham Drive (footpath), Maidenbower (Appendix F).</li> <li>• Copthorne Hotel Roundabout, Copthorne (Appendix G).</li> </ul>	7 - 22
<p>3 <b>New Laptops for Councillors</b></p> <p>Information on the roll out of new laptops for Councillors is attached.</p>	23 - 24
<p>4 <b>Appointment to Cabinet Outside Body: High Weald Area of Outstanding Natural Beauty Advisory Committee</b></p> <p>In line with the "Executive" Function (the Leader and the Cabinet) section of the Constitution, the Leader has appointed Councillor Irvine to the High Weald Area of Outstanding Natural Beauty Advisory Committee.</p>	



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[democracy.crawley.gov.uk](http://democracy.crawley.gov.uk)

Town Hall  
 The Boulevard  
 Crawley  
 West Sussex  
 RH10 1UZ

5	<b>Change in Membership: Overview and Scrutiny Commission</b>	
	<p>In accordance with Paragraph 2.1(o) of the Full Council Procedure Rules contained within the Constitution, and in concurrence with the wishes of the political group, the Head of Governance, People &amp; Performance has made the following change to the membership of the Overview and Scrutiny Commission:</p> <ul style="list-style-type: none"><li>• Councillor Sivarajah to be replaced with Councillor Lunnon.</li></ul> <p>This change takes immediate effect.</p>	
6	<b>Councillor Licensing Training Presentation</b>	<b>25 - 44</b>
	<p>The presentation from the recent Licensing training is attached for Councillors only.</p>	
7	<b>Councillor Finance Briefing Presentation</b>	<b>45 - 64</b>
	<p>The presentation from the recent Finance Briefing is attached for Councillors only.</p>	
8	<b>Councillor Finance Update Presentation</b>	<b>65 - 72</b>
	<p>The presentation from the recent Finance update is attached for Councillors only.</p>	
9	<b>Staff Changes: April and May 2023</b>	<b>73 - 74</b>
	<p>Staff changes for April and May 2023 are attached for Councillors only.</p>	
10	<b>Press Releases</b>	
	<p>Press releases are available at <a href="http://www.crawley.gov.uk/news">www.crawley.gov.uk/news</a></p>	

# CRAWLEY BOROUGH COUNCIL

## DELEGATED PLANNING DECISIONS

The following decisions were issued, subject to conditions, under delegated powers for the period 05/06/2023 and 09/06/2023

Application Number	Location	Proposal	Date of Decision	Decision
CR/2020/0588/CC6	42 & 44 BRIGHTON ROAD, SOUTHGATE, CRAWLEY	Discharge of condition 24 (noise mitigation scheme) pursuant to CR/2020/0588/OUT for the erection of a part 3 and part 4 storey building comprising of 5 x 1no. bedroom flats and 15 x 2no. bedroom flats, following the demolition of existing semi-detached dwellings, the improvement of an access from Brighton Road, the creation of a new vehicular access from Stonefield Close and associated works and landscaping	8 June 2023	APPROVE
CR/2022/0468/FUL	183 RUSPER ROAD, IFIELD, CRAWLEY	Erection of single storey front infill extension and conversion of garage, store and utility to form additional bedroom and WC; replace roof of existing front extension with hipped roof; replace existing conservatory roof with gable pitch roof	6 June 2023	PERMIT
CR/2022/0491/FUL	GROUND FLOOR 26-32, GAINSBOROUGH HOUSE, HIGH STREET, WEST GREEN, CRAWLEY	Alterations to entrance of Gainsborough House; insertion of three new windows in the north and west elevations at ground floor and enlargement of four windows on east and west elevation at first and second floor (amended description)	8 June 2023	PERMIT
CR/2023/0019/ADV	89 GALES DRIVE, THREE BRIDGES, CRAWLEY, RH10 1QA	Retrospective advertisement consent for 6x illuminated fascia signs, 2x illuminated car park sign and 1x vinyl sign	5 June 2023	CONSENT
CR/2023/0020/192	9 HENTY CLOSE, BEWBUSH, CRAWLEY, RH11 6AL	Certificate of lawfulness for proposed single storey rear extension	8 June 2023	PERMIT

Application Number	Location	Proposal	Date of Decision	Decision
CR/2023/0070/192	17 PEARSON ROAD, POUND HILL, CRAWLEY, RH10 7AJ	Certificate of lawfulness for proposed works to the roof including extension of roof to create gabled end, loft conversion and insertion of new rear dormer. Porch extension and conversion of garage to habitable room, with internal alterations	7 June 2023	PERMIT
CR/2023/0094/FUL	54 FORESTER ROAD, SOUTHGATE, CRAWLEY	Replacement windows to the front and rear of the property	6 June 2023	PERMIT
CR/2023/0142/192	97 OAKFIELDS, POUND HILL, CRAWLEY	Certificate of lawfulness for proposed pitched roof rear extension following demolition of existing conservatory	7 June 2023	PERMIT
CR/2023/0164/HPA	50 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 5m, and have a maximum height of 3.15m and an eaves height of 2.70m	7 June 2023	PRIOR APPROVAL NOT REQUIRED
CR/2023/0253/HPA	34 PADDOCKHURST ROAD, GOSSOPS GREEN, CRAWLEY	Prior notification for the demolition of existing conservatory and erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 3.04m, and have a maximum height of 4m and an eaves height of 3m	8 June 2023	PRIOR APPROVAL NOT REQUIRED
CR/2023/0287/CON	WSCC VIRIDOR WASTE MANAGEMENT LTD WASTE TRANSFER AND RECYCLING SITE, METCALF WAY, LANGLEY GREEN, CRAWLEY	Consultation from West Sussex County Council for proposed installation of a fire suppression and prevention system (WSCC/018/23)	5 June 2023	NO OBJECTION SUBJECT TO COMMENTS

Application Number	Location	Proposal	Date of Decision	Decision
CR/2023/0306/CON	HOLIDAY INN GATWICK AIRPORT, POVEY CROSS ROAD, HOOKWOOD, HORLEY, SURREY	Consultation from Mole Valley District Council for alterations and upgrades to the facades of the front and rear entrances to the hotel which includes minor demolitions, removal of planters and provision of new render and cladding with some door and window replacement. Associated site works including removal of 2 no. parking bays, relocation of EV charging points, surfacing, lining, fencing, new planter, lighting and landscaping / planting. (MO/2023/0167/PLA MAJOR)	6 June 2023	NO OBJECTION

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# Agenda Item 2

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

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

- Horsham Road, Southgate (Appendix A).
- Orchard Street, West Green (Appendix B).
- Friary Way, Northgate (Appendix C).
- Woodfield Road, Northgate (Appendix D).
- Rusper Road, Ifield (Appendix E).
- Bradbury Road to Pallingham Drive (footpath), Maidenbower (Appendix F).
- Copthorne Hotel Roundabout, Copthorne (Appendix G).

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# PUBLIC NOTICE

## Temporary closure of Horsham Road, Crawley, 29th June 2023.

**NOTICE IS HEREBY GIVEN** that from the date specified below, West Sussex County Council has temporarily closed to all traffic, Horsham Road, Crawley, in the Crawley District (B) under Section 14(2) of the Road Traffic Regulation Act 1984, as amended, on Horsham Road for a distance approx 15 metres.

The temporary closure is scheduled to commence on 29th June 2023 for up to 5 days (it is estimated to be completed on 30th June 2023) and is required for the safety of the public and workforce while Network Rail Infrastructure Ltd undertakes a Road Closure between the junctions of Ifield Road and Crawley Avenue at Horsham Road Level Crossing, to undertake line painting.

The restriction will be in place **overnight only** from 23:00 until 05:00.

An alternative route will be signed on site but please visit <https://one.network/?tm=133147905> for more details.

Access maintained for residents and pedestrians.

Emergency services should follow the diversion route.

For information regarding this closure please contact Network Rail Infrastructure Ltd on 03457114141 who will be able to assist with scope of these works.

Dated: 1st March 2023

Matt Davey

Assistant Director of Highways, Transport and Planning

### West Sussex County Council

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# PUBLIC NOTICE

## Temporary closure of Orchard Street, Crawley, 16th June 2023.

**NOTICE IS HEREBY GIVEN** that from the date specified below, West Sussex County Council has temporarily closed to all traffic, Orchard Street, Crawley, in the Crawley District (B) under Section 14(2) of the Road Traffic Regulation Act 1984, as amended, on Orchard Street for a distance approx 20 metres.

The temporary closure is scheduled to commence on 16th June 2023 for up to 5 days (it is estimated to be completed on 17th June 2023) and is required for the safety of the public and workforce while West Sussex County Council undertakes a night-time road closure between the junctions of High Street and Pegler Way to carry out carriageway repairs.

The restriction will be in place **overnight only** from 20:00 until 06:30

An alternative route will be signed on site but please visit <https://one.network/?tm=134128847> for more details.

Access maintained for emergency services, residents and pedestrians.

For information regarding this closure please contact West Sussex County Council on 01243 642105 who will be able to assist with scope of these works.

Dated: 6th June 2023

Matt Davey

Assistant Director of Highways, Transport and Planning

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# PUBLIC NOTICE

## Temporary closure of Friary Way, Crawley, 30th June 2023.

**NOTICE IS HEREBY GIVEN** that from the date specified below, West Sussex County Council has temporarily closed to all traffic, Friary Way, in the Crawley District (B) under Section 14(2) of the Road Traffic Regulation Act 1984, as amended, on Friary Way outside of number 58.

The temporary closure is scheduled to commence on 30th June 2023 for up to 5 days (it is estimated to be completed on 30th June 2023) and is required for the safety of the public and workforce while Thames Water undertakes a Southbound Road Closure for the repair of a frame and cover. Road to be closed from the Haslett Avenue West Roundabout to the junction with Station Way..

The restriction will be in place **day-time only** from 10:00 until 15:00

An alternative route will be signed on site but please visit <https://one.network/?tm=133687999> for more details.

Access maintained for emergency services, residents and pedestrians.

For information regarding this closure please contact Thames Water on 02089474000 who will be able to assist with scope of these works.

Dated: 6th April 2023

Matt Davey

Assistant Director of Highways, Transport and Planning

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# PUBLIC NOTICE

## Temporary closure of Woodfield Road, Northgate, 3rd July 2023.

**NOTICE IS HEREBY GIVEN** that from the date specified below, West Sussex County Council has temporarily closed to all traffic, Woodfield Road, in the Crawley District (B) under Section 14(2) of the Road Traffic Regulation Act 1984, as amended, on Woodfield Road for a distance approx 27 metres.

The temporary closure is scheduled to commence on 3rd July 2023 for up to 5 days (it is estimated to be completed on 3rd July 2023) and is required for the safety of the public and workforce while Balfour Beatty undertakes a Road Closure on Woodfield road on the junction with Barnfield Road for carriageway repairs.

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=134281541> for more details.

Access maintained for emergency services, residents and pedestrians.

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

Dated: 30th May 2023

Matt Davey

Assistant Director of Highways, Transport and Planning

### West Sussex County Council

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

Road Name	Rusper Road	
Village/Town/Parish	Crawley, Ifield	
Specific Location	Number 197, Rusper Road, Crawley	
Reason for TTRO	Overnight road closure, required for Balfour Beatty to undertake carriageway patching. Road will be closed between junction with The Millbank and junction with Tangmere Road.	
Proposed Start Date / Time	Date: 25th August 2023	Time: 20:00
Proposed End Date / Time	Date: 26th August 2023	Time: 06:00
The restriction will be effective	Night-time only from 20:00 to 06:00	
Access arrangements	Access maintained for emergency services, residents and pedestrians	
Applicant name	West Sussex County Council	
Applicant contact tel number	01243 642105	
Any other details	For more information about this proposed TTRO please visit: <a href="https://one.network/?tm=134310788">https://one.network/?tm=134310788</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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Please be advised that West Sussex County Council has received a request for Temporary Traffic Regulation as follows:

Road Name	Bradbury Road To Pallingham Drive	
Village/Town/Parish	Crawley	
Specific Location	o/s no.16, Bradbury Road To Pallingham Drive, Crawley	
Reason for TTRO	24hrs Footpath closure between Pallingham Drive and Bradbury Road to allow UKPN to carry out electrical works.	
Proposed Start Date / Time	Date: 31st July 2023	Time: 08:00
Proposed End Date / Time	Date: 3rd August 2023	Time: 17:00
The restriction will be effective	24 hours	
Access arrangements	No access, pedestrians to please follow marked diversion route	
Applicant name	UK Power Networks	
Applicant contact tel number	03700 500792	
Any other details	For more information about this proposed TTRO please visit: <a href="https://one.network/?tm=134241688">https://one.network/?tm=134241688</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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Please be advised that West Sussex County Council has received a request for Temporary Traffic Regulation as follows:

Road Name	Cophorne Hotel Roundabout	
Village/Town/Parish	Cophorne, Worth CP	
Specific Location	Cophorne Hotel Roundabout, Cophorne	
Reason for TTRO	Night-time road closure with the Cophorne Hotel Roundabout for carriageway maintenance works.	
Proposed Start Date / Time	Date: 4th September 2023	Time: 20:00
Proposed End Date / Time	Date: 9th September 2023	Time: 06:00
The restriction will be effective	Night-time only from 20:00 to 06:00	
Access arrangements	Access maintained for residents and pedestrians Emergency services will be required to follow the diversion route for access.	
Applicant name	Natta Building Company	
Applicant contact tel number	07841815241	
Any other details	For more information about this proposed TTRO please visit: <a href="https://one.network/?tm=134541595">https://one.network/?tm=134541595</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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# Agenda Item 3

## New Laptops for Councillors

The majority of Councillors' laptops are now several years old and encountering issues.

A roll-out will commence from 19 June 2023 to replace any old devices.

The rollout will take place prior to individual Committee meetings and will be undertaken by Democratic Services.

In order for this to be successful the following is required please:

1. Please arrive at least 20 minutes prior to the Committee to ensure sufficient time for all Councillors to be handed their new device.
2. Please bring your old device to the meeting. All IT equipment needs to be returned as it is the property of the Council and is a requirement under the Council's IT Security Policy. We will be unable to hand over your new device until the old device has been returned.
3. For those Councillors who use the Modern.gov App, a new registration link will be emailed once you have your new device. Please register promptly as this registration link only lasts 48 hours.
4. Any issues encountered with your new device or missing software is the responsibility of the IT Helpdesk. If you have these concerns please contact them on 01293 438321 or raise a [Fresh Request](#).

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# Agenda Item 6

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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# Agenda Item 7

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of the Local Government Act 1972.

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# Agenda Item 8

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# Agenda Item 9

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