

# COUNCILLORS' INFORMATION BULLETIN

Wednesday, 8 November 2023

**Bulletin No: IB/1207**

INFORMATION ITEM	Pages
<p><b>1 Delegated Planning Decisions</b></p> <p>Delegated planning decisions for the week beginning 30 October 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>	5 - 6
<p><b>2 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>• Rectory Lane, Ifield (Appendix A).</li> <li>• Copthorne Way A264 (Appendix B).</li> <li>• Broomdashers Road, Three Bridges (Appendix C).</li> <li>• Matthews Drive, Maidenbower (Appendix D).</li> <li>• Billinton Drive, Maidenbower (Appendix E).</li> </ul>	7 - 18
<p><b>3 Cancellation of Road Closure: Gatwick Road, Northgate</b></p> <p>The road closure scheduled to take place at Gatwick Road, Northgate has been cancelled. The original notice is attached.</p>	19 - 20
<p><b>4 Footpath Works</b></p> <p>The following documents are attached in relation to footpath works:</p> <ul style="list-style-type: none"> <li>• List of footpath works.</li> <li>• Whittington Road, Tilgate (Appendix A).</li> <li>• Fisher Close, Southgate (Appendix B).</li> </ul>	21 - 26



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Town Hall  
 The Boulevard  
 Crawley  
 West Sussex  
 RH10 1UZ

5 **Action Taken Under Delegated Authority (Significant Operational Decision): Re-allocation of the Community Grants Budget**

Due to an increased number of applications received to the small grants scheme, on 6 November 2023 the Head of Community Services agreed to re-allocate £10,000 from the Strategic Grants Budget to the Small Grants Budget allocation.

Both the Cabinet Member for Community Engagement and Culture and the Leader have been consulted and are in agreement with the re-allocation.

6 **Review of the Council's Licensing Policy Statement**

Crawley Borough Council is reviewing its policy on how it regulates alcohol, regulated entertainment, and late-night refreshment in the borough of Crawley.

Our existing policy was published in March 2019, and remains in place for five years. As required by the Licensing Act 2003, the Council is reviewing the Statement of Licensing Policy to ensure that it remains current and responsive to change.

The Council as Licensing Authority must prepare a Statement of Licensing Policy under the Licensing Act 2003. This Policy Statement sets out the Council's general approach on how it will determine licensing matters, including applications, and how it will carry out its regulatory functions in relation to the sale of alcohol, provision of regulated entertainment, and late-night refreshment in Crawley.

The Council looks to consider all applications on their own merit but also to ensure that operators are complying with the Licensing Act 2003 and primarily upholding the Licensing Objectives. The Policy has regard to the Section 182 Guidance as part of the Licensing Act 2003, balancing the potential risks associated with licensed premises and licensable activities, whilst supporting well run premises and a prosperous economy. The Licensing Policy Statement looks to provide transparency and consistency in the decision making process and is designed to be accessible to anyone with an interest in licensing.

The Council is now consulting on these changes and would really like to hear your views.

The draft Statement of Licensing Policy (2024-2029) can be viewed at the Council's Consultation web page at [crawley.gov.uk/consultation](https://www.crawley.gov.uk/consultation). This consultation will run until **midnight on Friday 20 December**.

The Council is particularly keen to hear the views of anyone who uses or delivers these popular activities. If you would like to let us know your thoughts you can:

- Complete the questionnaire at [crawley.gov.uk/consultation](https://www.crawley.gov.uk/consultation)
- Email your comments, with the title Licensing Policy Statement Consultation Feedback, to [licensing@crawley.gov.uk](mailto:licensing@crawley.gov.uk)
- Write to the Health, Safety and Licensing Manager, Licensing

Policy Statement Consultation, Town Hall, The Boulevard, Crawley  
RH10 1UZ.

If you are submitting comments to us via email or in writing, please include the title "Licensing Policy Feedback" and ensure that you include your full name, contact address and telephone number with your comments. We are unlikely to consider anonymous responses or comments submitted after the closing date. **Please note that your details will be included within any reports and/or other documentation unless you specify otherwise.**

### **What happens next?**

After the consultation closes, the Council as Licensing Authority will consider your responses, any other relevant information and decide on whether to make any changes to the proposed draft Licensing Policy Statement. It will be reviewed at the Licensing Committee and ultimately considered by Full Council for adoption. The new Statement of Licensing Policy will be published early in 2024.

### **Your privacy**

For information on how we may use your details and the information you submit to us please read the privacy statement on our website at [crawley.gov.uk/privacy](https://www.crawley.gov.uk/privacy)

## **7 Council Tax 2024/25 Prize Draw**

Crawley Borough Council is launching a prize draw to promote electronic billing.

One lucky household will win their 2024/25 Council Tax (up to the equivalent of band D) by signing up to electronic billing on [myCrawley](#).

Receiving bills via email is faster and saves the council printing and postage costs. It also reduces the use of paper and envelopes and helps support the council's green agenda.

By going paperless, residents can manage their accounts and receive bills online, saving them time and the council money.

They can register for electronic billing for several council services, including Council Tax, Business Rates, allotments, GREENbin, Leasehold Services, Premises Licences, Taxi Licences and Lifeline. More services will be added in the future.

The prize draw is open to any person aged 18 and over who is liable to pay Council Tax to Crawley Borough Council and has signed up to paperless billing by midnight on Sunday 26 May 2024.

The prize draw will be overseen by the Head of Corporate Finance and Council Tax Manager and take place on Monday 27 May 2024 at 11am.

[Full terms and conditions of the prize draw will be available online.](#)

8 **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 30/10/2023 and 03/11/2023

Application Number	Location	Proposal	Date of Decision	Decision
CR/2022/0318/191	197 IFIELD ROAD, WEST GREEN, CRAWLEY	Certificate of lawfulness for an outbuilding	3 November 2023	PERMIT
CR/2022/0395/FUL	THE PALINDROME, CROMPTON WAY, NORTHGATE, CRAWLEY	Proposed extension of the palindrome building with recladding of the existing building, and further proposed works including new perimeter fencing, parking layout changes and the addition of external canopies for lorries, creation of new vehicular egress with pedestrian access onto Crompton Way and landscaping along the Manor Royal frontage and part of Crompton Way frontages	3 November 2023	PERMIT
CR/2023/0319/NCC	LAND NORTH OF NORTHSIDE, BALCOMBE ROAD, POUND HILL, CRAWLEY	Variation of condition 2 (approved plans) pursuant to CR/2022/0046/FUL for veterinary surgery with associated parking, access, landscaping and associated works including photovoltaic solar panels, to provide a basement and changes to the internal layout	3 November 2023	PERMIT
CR/2023/0343/TPO	CRAWLEY HOSPITAL, WEST GREEN DRIVE, WEST GREEN, CRAWLEY	T1 Oak - reduce over-extended branch overhanging highway to the point marked by the red line on the associated photo (amended description)	3 November 2023	CONSENT
CR/2023/0384/FUL	6 BURLEYS ROAD, POUND HILL, CRAWLEY	Erection of shed	31 October 2023	PERMIT
CR/2023/0516/TEL	GRASS VERGE ADJ TO HAWTH AVENUE, FURNACE GREEN, CRAWLEY	Prior approval for proposed 15.0m phase 8 monopole and associated ancillary works (CRA24030)	31 October 2023	PRIOR APPROVAL NOT REQUIRED

Application Number	Location	Proposal	Date of Decision	Decision
CR/2023/0524/FUL	12 DENE TYE, POUND HILL, CRAWLEY	Partial garage conversion to a workshop to undertake hobbies and store tools	2 November 2023	PERMIT
CR/2023/0525/192	5 LITTLE PADDOCK CLOSE, IFIELD, CRAWLEY	Certificate of lawfulness for proposed single storey rear extension	2 November 2023	REFUSE
CR/2023/0528/CON	CHILDRENS HOME, 21 LANCING CLOSE, IFIELD, CRAWLEY	Re-consultation from West Sussex County Council (WSCC/022/22) for proposed demolition of existing garage. Erection of two storey side extension and single storey rear extension - further information submitted	31 October 2023	NO OBJECTION SUBJECT TO COMMENTS
CR/2023/0587/HPA	15 ELLMAN ROAD, BEWBUSH, CRAWLEY	Prior notification for the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 4m, and have a maximum height of 3.73m and an eaves height of 2.71m	3 November 2023	PRIOR APPROVAL NOT REQUIRED
CR/2023/0592/TPO	21 GRATTONS DRIVE, POUND HILL, CRAWLEY	T1 oak: reduce height by a maximum of 2 metres to the nearest suitable growth points. Reduce lateral spreads by a maximum of 1 metre to the nearest suitable growth points. Lift crown to give up to 4 metres clearance over ground. Remove all deadwood (amended description)	3 November 2023	CONSENT
CR/2023/0607/CON	MANOR GREEN PRIMARY SCHOOL, LADY MARGARET ROAD, IFIELD, CRAWLEY	Consultation from West Sussex County Council for installation of temporary modular building to be used as additional classroom facility. Proposal includes landscaping around the buildings to allow for fire tender access (variation of condition 1 of planning permission WSCC/026/21 to allow the continued siting and use of temporary classroom for an additional two years	2 November 2023	NO OBJECTION SUBJECT TO CONDITION

# Agenda Item 2

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

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

- Rectory Lane, Ifield (Appendix A).
- Copthorne Way A264 (Appendix B).
- Broomdashers Road, Three Bridges (Appendix C).
- Matthews Drive, Maidenbower (Appendix D).
- Billinton Drive, Maidenbower (Appendix E).

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# PUBLIC NOTICE

## Temporary closure of Rectory Lane, Ifield, 22nd November 2023.

**NOTICE IS HEREBY GIVEN** that from the date specified below, West Sussex County Council has temporarily closed to all traffic, Rectory Lane, Ifield, in the Crawley District (B) under Section 14(2) of the Road Traffic Regulation Act 1984, as amended, on Rectory Lane for a distance approx 45 metres.

The temporary closure is scheduled to commence on 22nd November 2023 for up to 5 days (it is estimated to be completed on 22nd November 2023) and is required for the safety of the public and workforce while Enevero undertakes replacing item of illuminated street furniture.

The restriction will be in place **day-time only** from 09:30 until 14:30

An alternative route will be signed on site but please visit <https://one.network/?tm=135406769> for more details.

Access maintained for emergency services, residents and pedestrians.

For information regarding this closure please contact Enevero on 07584 313951 who will be able to assist with scope of these works.

Dated: 23rd August 2023

Matt Davey

Assistant Director of Highways, Transport and Planning

**West Sussex County Council**

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# PUBLIC NOTICE

## Temporary closure of Copthorne Way, Worth CP, 27th November 2023.

**NOTICE IS HEREBY GIVEN** that from the date specified below, West Sussex County Council has temporarily closed to all traffic, Copthorne Way, Worth CP, in the Mid Sussex District under Section 14(2) of the Road Traffic Regulation Act 1984, as amended, on Copthorne Way for a distance approx 2313 metres.

The temporary closure is scheduled to commence on 27th November 2023 for up to 5 days (it is estimated to be completed on 29th November 2023) and is required for the safety of the public and workforce while West Sussex County Council undertakes road marking repainting works.

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

An alternative route will be signed on site but please visit <https://one.network/?tm=135908130> 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: 31st October 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	Broomdashers Road	
Village/Town/Parish	Crawley, Three Bridges	
Specific Location	o/s no.10, Broomdashers Road, Crawley	
Reason for TTRO	24 hour/day road closure between Gales Drive and Punch Copse Road for new customer power connection works	
Proposed Start Date / Time	Date: 5th February 2024	Time: 00:00
Proposed End Date / Time	Date: 9th February 2024	Time: 23:59
The restriction will be effective	24 hours	
Access arrangements	Access maintained for emergency services, residents and pedestrians	
Applicant name	Sunbelt Rentals on behalf of UK Power Networks (SWA Code: 7004)	
Applicant contact tel number	03700500792	
Any other details	For more information about this proposed TTRO please visit: <a href="https://one.network/?tm=136014344">https://one.network/?tm=136014344</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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# PUBLIC NOTICE

## Temporary closure of Matthews Drive, Maidenbower, 27th November 2023.

**NOTICE IS HEREBY GIVEN** that from the date specified below, West Sussex County Council has temporarily closed to all traffic, Matthews Drive, Maidenbower, in the Crawley District (B) under Section 14(2) of the Road Traffic Regulation Act 1984, as amended, on Matthews Drive for a distance approx 165 metres.

The temporary closure is scheduled to commence on 27th November 2023 for up to 5 days (it is estimated to be completed on 27th November 2023) and is required for the safety of the public and workforce while West Sussex County Council reset a manhole cover and frame.

The restriction will be in place **day-time only** from 09:30 until 14:00

An alternative route will be signed on site but please visit <https://one.network/?tm=135378258> 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: 23rd August 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	Billinton Drive	
Village/Town/Parish	Crawley, Maidenbower	
Specific Location	Number 2, Billinton Drive, Crawley	
Reason for TTRO	Daytime road closure, required to allow Balfour Beatty to undertake manhole repair.	
Proposed Start Date / Time	Date: 23rd January 2024	Time: 09:30
Proposed End Date / Time	Date: 23rd January 2024	Time: 15:00
The restriction will be effective	Day-time only from 09:30 to 15:00	
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=136338803">https://one.network/?tm=136338803</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



## PUBLIC NOTICE

### Temporary closure of Gatwick Road, Northgate, 28th November 2023.

**NOTICE IS HEREBY GIVEN** that from the date specified below, West Sussex County Council has temporarily closed to all traffic, Gatwick Road, Unknown, in the Crawley District (B) under Section 14(2) of the Road Traffic Regulation Act 1984, as amended, on Gatwick Road for a distance approx 61 metres.

The temporary closure is scheduled to commence on 28th November 2023 for up to 5 days (it is estimated to be completed on 28th November 2023) and is required for the safety of the public and workforce while West Sussex County Council undertakes Manhole cover repairs. Road will be closed between Fleming Way Roundabout and junction with Tinsley Lane.

The restriction will be in place **day-time only** from 09:30 until 15:00

An alternative route will be signed on site but please visit <https://one.network/?tm=135381949> 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: 22nd August 2023

Matt Davey

Assistant Director of Highways, Transport and Planning

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# Agenda Item 4

## List of Footpath Works

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

- Whittington Road Estate, Tilgate (Appendix A).
- Fisher Close, Southgate (Appendix B).

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## Footpath Works: Whittington Road Estate, Tilgate

Please be advised that works are due to start in Whittington Road estate in Crawley on Monday 13 of November until Friday 17 of November for Footway Reconstruction.

Please note that these works are weather dependant and subject to change, we will endeavour to inform you should there be significant changes to the programme.

Road Name	Location	Date (from and to)	Timing of works (eg, 24hr, off peak 09:30 to 16:00, Night 08:00 to 06:00)
Whittington Road estate, Crawley	Whittington Rd opposite No. 30, Boswellrd s/o 9 Dickens Rd, Garrick Walk opposite 2, Nash Rd s/o 35 Boswell Rd and outside 21, Colet Rd outside 2 to 14	13/11/2023 – 17/11/2023	08:00 – 18:00

If you have any questions regarding these specific works, please email [callum.buckler@westsussex.gov.uk](mailto:callum.buckler@westsussex.gov.uk).

Further information can also be found via [one.network](#)

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## Footpath Works: Fisher Close, Southgate

Please be advised that works are due to start in Fisher Close in Crawley on Friday 17 of November until Wednesday 22nd of November for Footway Reconstruction.

Please note that these works are weather dependant and subject to change, we will endeavour to inform you should there be significant changes to the programme.

Road Name	Location	Date (from and to)	Timing of works (eg, 24hr, off peak 09:30 to 16:00, Night 08:00 to 06:00)
Fisher Close, Crawley	Fisher Close Outside No.4 to No.21	17/11/2023 – 22/11/2023	08:00 – 18:00

If you have any questions regarding these specific works, please email [callum.buckler@westsussex.gov.uk](mailto:callum.buckler@westsussex.gov.uk).

Further information can also be found via [one.network](#)

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