

COUNCILLORS' INFORMATION BULLETIN

Tuesday, 16 January 2024

Bulletin No: IB/1216

INFORMATION ITEM	Pages
<p>1 Delegated Planning Decisions</p> <p>Delegated planning decisions for the week beginning 8 January 2024 are attached. Contact for enquiries: Jean McPherson, Group Manager (Development Management) on jean.mcpherson@crawley.gov.uk.</p>	5 - 6
<p>2 Temporary Traffic Regulation Orders</p> <p>The following documents are attached in relation to Temporary Traffic Regulation Orders:</p> <ul style="list-style-type: none"> • List of Temporary Traffic Regulation Orders. • Footpath from Guinness Court to Woodmans Hill, Broadfield (Appendix A). • Reynolds Place, West Green (Appendix B). • Broomdashers Road, Three Bridges (Appendix C). • The Boulevard, Northgate (Appendix D). • Church Road, Pound Hill (Appendix E). • Bycroft Way, Three Bridges (Appendix F). • Ifield Wood, Ifield (Appendix G). • Three Bridges Road, Three Bridges (Appendix H). 	7 - 24
<p>3 Changes to Previously Advertised Road Closure Dates</p> <p><u>Charlwood Road</u></p> <p>The closure of Charlwood Road in Crawley which was previously taking place on 22nd January 2024 has been postponed to 29th February 2024 and is now due to end on 1st March 2024. To see the specific location and for more information about this closure please visit https://one.network/?tm=136085717 - if you have any questions please contact ttro@westsussex.gov.uk.</p>	



01293 438000

crawley.gov.uk
democracy.crawley.gov.uk

Town Hall
 The Boulevard
 Crawley
 West Sussex
 RH10 1UZ

Martyrs Avenue

The closure of Martyrs Avenue in Crawley which was previously taking place on 23rd January 2024 has been postponed to **1st March 2024 and is now due to end on 2nd March 2024**. To see the specific location and for more information about this closure please visit <https://one.network/?tm=136086631> - if you have any questions please contact ttro@westsussex.gov.uk.

4

Action Taken Under Delegated Authority: Housing Revenue Account Property Portfolio Rents for 2024/25

Councillor I Irvine, Cabinet Member for Housing, exercised their delegated authority on 15 January 2024 to approve the recommendation in the Housing Revenue Account Property Portfolio Rents for 2024/25 consideration report [CH/204](#) which was published in Councillors' Information Bulletin IB/1213 to:

- Increase rents for social and affordable dwelling rents by 7.7%
- Increase rents for shared ownership and hostels by 7.7%.
- Increase service charges as follows:

Accommodation Type	Revised Service Charge	Current Service Charge	% Increase
Enclosed Blocks (including leaseholders)	£2.99	£2.67	12%
Hostels	£23.43	£18.01 (Bewbush Manor £10.74)	30% (118%)
Milton Mount (including leaseholders)	£6.23	£5.56	12%
Bridgefield House (leaseholders only)	£6.05	£5.41	12%

Councillor Irvine took the decision to limit service charge increases to 12% (for all properties where service charges apply, except hostels) as he deemed it was in the best interest of residents to limit the increase. Councillor Irvine decided to increase service charges by 30% (118% Bewbush Manor) as it is necessary to ensure services provided via the General Fund are self-funding.

Councillor Irvine took the decision to not take forward the introduction of cleaning and laundry service charges for sheltered housing as he deemed it was not in their best interests to take that forward.

Further information was also received before Councillor Irvine exercised their delegated authority, the additional information refers to the Local Housing Allowance (LHA) rate and the impact on Affordable Rents, as a result it took longer for the decision to be taken and more time was required to consider this new information.

The information provided is as follows:

Size of accommodation	Weekly amount	Indicative LHA Rates	% Increase
Shared	£101.61	109.62	7.88%
1	£172.60	197.92	14.67%
2	£218.63	253.15	15.79%
3	£276.16	314.14	13.75%
4	£356.71	402.74	12.90%
5	£356.71	402.74	12.90%

As a result of the above information Councillor Irvine took the decision to increase Affordable Rents by 7.7% (CPI + 1%) in line with all other rent increases.

Rental income has a significant impact on the HRA business plan projections and the Council's ability to both maintain its existing stock, develop new properties and plan for decarbonisation. Increasing rents by CPI + 1% ensures we can continue to invest in Council stock.

5 Access to Local Support for Debt Issues

25 - 26

The Council has produced leaflets with Independent Food Aid Network. These leaflets were produced last year and we are currently raising awareness as it is a peak time after Christmas for residents to have money worries and debt issues.

Independent Food Aid Network are an independent charity who with Crawley have co designed leaflets 'Worrying About Money?' these are straightforward resources, both for people facing money worries and support workers. The step-by-step guides identify which local agencies are best placed to help people maximise income and access any existing financial entitlements. IFAN have collaborated with over 100 local authorities in Scotland, England and Wales to co-produce cash first referral leaflets.

The leaflets have been distributed to local community groups, Wellbeing team, Financial Inclusion Officers, Access Crawley and other front facing staff within Crawley Borough Council. They have also been sent out to be placed on Community Centre Notice boards. Please find attached a PDF of the leaflet, a copy of which has been placed in each of the Councillors pigeonholes.

There is also an online interactive tool which will take residents through a step by step process signposting to local support to assist them. This is part of the Help with Money Worries Crawley Page under [Budgeting and debts | Crawley GOV.](#)

Any queries please contact becky.pearce@crawley.gov.uk.

6 Press Releases

Press releases are available at www.crawley.gov.uk/news.

This page is intentionally left blank

CRAWLEY BOROUGH COUNCIL

DELEGATED PLANNING DECISIONS

The following decisions were issued, subject to conditions, under delegated powers for the period 08/01/2024 and 12/01/2024

Application Number	Location	Proposal	Date of Decision	Decision
CR/2022/0120/CC1	WOODLAND COTTAGE, BALCOMBE ROAD, CRAWLEY	Discharge of condition 3 (materials) pursuant to CR/2022/0120/FUL for erection of a garage/outbuilding with pitched roof comprising a garden storage area, garage area and games room	8 January 2024	APPROVE
CR/2023/0146/FUL	1 WOODLANDS, POUND HILL, CRAWLEY	Erection of single storey rear extension and retrospective permission for a hipped roof over the existing single storey garage conversion and fenestration alterations to ground floor front elevation. Raised platform to west of rear extension	12 January 2024	PERMIT
CR/2023/0263/191	101 OAK WAY, NORTHGATE, CRAWLEY	Certificate of lawfulness for existing outbuilding	8 January 2024	PERMIT
CR/2023/0430/FUL	37 MATTHEY PLACE, POUND HILL, CRAWLEY	Proposed garage conversion and replacement of garage door with new window	12 January 2024	PERMIT
CR/2023/0608/FUL	20 BURNS ROAD, POUND HILL, CRAWLEY	Replacement of existing porch with new single storey front extension	10 January 2024	PERMIT

This page is intentionally left blank

Agenda Item 2

List of Temporary Traffic Regulation Orders

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

- Footpath from Guinness Court to Woodmans Hill, Broadfield (Appendix A).
- Reynolds Place, West Green (Appendix B).
- Broomdashers Road, Three Bridges (Appendix C).
- The Boulevard, Northgate (Appendix D).
- Church Road, Pound Hill (Appendix E).
- Bycroft Way, Three Bridges (Appendix F).
- Ifield Wood, Ifield (Appendix G).
- Three Bridges Road, Three Bridges (Appendix H).

This page is intentionally left blank



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

Road Name	Guinness Court To Woodmans Hill	
Village/Town/Parish	Crawley	
Specific Location	Guinness Court To Woodmans Hill St James Walk, next to houses nr 18 - 19 Finsbury Close, footpath behind houses nr 34 -37	
Reason for TTRO	24hr/day footpath closures for connection works	
Proposed Start Date / Time	Date: 11th March 2024	Time: 00:00
Proposed End Date / Time	Date: 15th March 2024	Time: 23:59
The restriction will be effective	24 hours	
Access arrangements	Access will not be maintained during works and the diversion route will need to be followed	
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: https://one.network/?tm=136970591	

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

Yours faithfully,

West Sussex County Council

Streetworks Team

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

Follow us at [@WSHighways](#)

Email: ttr@westsussex.gov.uk

This page is intentionally left blank

PUBLIC NOTICE

WEST SUSSEX COUNTY COUNCIL TEMPORARY Parking Suspension

REYNOLDS PLACE WEST GREEN

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 parking on **Reynolds Place West Green** from junction with **Reynolds Road** is temporarily prohibited from **18th January**

The restriction will be in place 24hrs

This emergency closure is necessary to allow **Balfour Beatty to carry out lining works**

It is anticipated the works will be completed by **18th January**

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 **Balfour Beatty 01243 643105**

Dated **15 January 2024**

Matt Davey
Assistant Director of Highways, Transport and Planning

This page is intentionally left blank



PUBLIC NOTICE

Temporary closure of Broomdashers Road, Three Bridges, 5th February 2024.

NOTICE IS HEREBY GIVEN that from the date specified below, West Sussex County Council has temporarily closed to all traffic, Broomdashers Road, Three Bridges, in the Crawley District (B) under Section 14(2) of the Road Traffic Regulation Act 1984, as amended, on Broomdashers Road for a distance approx 10 metres.

The temporary closure is scheduled to commence on 5th February 2024 for up to 5 days (it is estimated to be completed on 9th February 2024) and is required for the safety of the public and workforce while UK Power Networks (SWA Code: 7004) undertakes a new customer power connection.

The restriction will be in place **24hrs/day**

An alternative route will be signed on site but please visit <https://one.network/?tm=136014344> for more details.

Access maintained for emergency services, residents and pedestrians.

For information regarding this closure please contact Sunbelt Rentals on behalf of UK Power Networks (SWA Code: 7004) on 03700 500792 who will be able to assist with scope of these works.

Dated: 13th October 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](#)

Follow us at [@WSHighways](#)

Email: ttro@westsussex.gov.uk



PUBLIC NOTICE

Temporary closure of The Boulevard, Crawley, 3rd February 2024.

NOTICE IS HEREBY GIVEN that from the date specified below, West Sussex County Council has temporarily closed to all traffic, The Boulevard, in the Crawley District (B) under Section 14(2) of the Road Traffic Regulation Act 1984, as amended, on The Boulevard for a distance approx 10 metres.

The temporary closure is scheduled to commence on 3rd February 2024 for up to 5 days (it is estimated to be completed on 4th February 2024) and is required for the safety of the public and workforce while West Sussex County Council undertakes an overnight road closure between HSBC and Post Office for carriageway patching repairs.

The restriction will be in place **overnight only** from 20:00 until 05:00

An alternative route will be signed on site but please visit <https://one.network/?tm=136549522> 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: 28th November 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](#)

Follow us at [@WSHighways](#)

Email: ttro@westsussex.gov.uk



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

Road Name	Church Road	
Village/Town/Parish	Crawley	
Specific Location	Church Road, Crawley	
Reason for TTRO	24hr/day footpath closure between Church Road and Balcombe Road for utility asset works to be carried out by UKPN	
Proposed Start Date / Time	Date: 12th March 2024	Time: 00:00
Proposed End Date / Time	Date: 15th March 2024	Time: 23:59
The restriction will be effective	24 hours	
Access arrangements	Access will not be maintained during works and the diversion route will need to be followed	
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: https://one.network/?tm=136863982	

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

Yours faithfully,

West Sussex County Council

Streetworks Team

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

Follow us at [@WSHighways](#)

Email: tro@westsussex.gov.uk

This page is intentionally left blank



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

Road Name	Bycroft Way	
Village/Town/Parish	Crawley, Three Bridges	
Specific Location	Railway Bridge, Bycroft Way, Crawley	
Reason for TTRO	Overnight road closure, required to allow Eneveo to undertake replacing signs on train bridge.	
Proposed Start Date / Time	Date: 12th March 2024	Time: 18:00
Proposed End Date / Time	Date: 13th March 2024	Time: 06:00
The restriction will be effective	Night-time only from 18:00 to 06:00	
Access arrangements	Access maintained for emergency services, residents and pedestrians	
Applicant name	Eneveo on behalf of West Sussex County Council	
Applicant contact tel number	07767 851787	
Any other details	For more information about this proposed TTRO please visit: https://one.network/?tm=136870922	

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

Yours faithfully,

West Sussex County Council

Streetworks Team

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

Follow us at [@WSHighways](#)

Email: ttr@westsussex.gov.uk

This page is intentionally left blank



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

Road Name	Ifield Wood	
Village/Town/Parish	Ifield, Rusper CP	
Specific Location	Ifield Wood, Ifield	
Reason for TTRO	24hr/day road closures on Ifield Wood from the Junction of Rusper Road for works to provide a new customer electrical connection	
Proposed Start Date / Time	Date: 18th March 2024	Time: 00:00
Proposed End Date / Time	Date: 22nd March 2024	Time: 23:59
The restriction will be effective	24 hours	
Access arrangements	Access maintained for emergency services, residents and pedestrians	
Applicant name	ALS Civils on behalf of UK Power Networks (SWA Code: 7004)	
Applicant contact tel number	01843850746	
Any other details	For more information about this proposed TTRO please visit: https://one.network/?tm=137015435	

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

Yours faithfully,

West Sussex County Council

Streetworks Team

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

Follow us at [@WSHighways](#)

Email: tto@westsussex.gov.uk

This page is intentionally left blank

PUBLIC NOTICE

WEST SUSSEX COUNTY COUNCIL TEMPORARY ROAD CLOSURE

THREE BRIDGES 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 **Three Bridges Road Three Bridges** from junction with **Three Bridges Roundabout to Mitchells Road** is temporarily prohibited from **15th January**

The restriction will be in place 24hrs

This emergency closure is necessary to allow **Southern Water to repair leak on pipe**

It is anticipated the works will be completed by **17th January**

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 01903 272167**

Dated **16 January 2024**

Matt Davey
Assistant Director of Highways, Transport and Planning

This page is intentionally left blank

Step 1: What's the problem?

I suddenly have no money

- Lost job/reduced hours
- Lost money/unexpected expense
- Disaster (e.g. flood or fire)
- Relationship breakdown
- Money stopped (e.g. failed a medical)
- Sanctioned - see option 5

See options **1 2 5 6**

I am waiting on a benefit payment/decision

- Made a new claim for benefit
- Benefit payment is delayed
- Waiting for a benefit decision

See options **1 4**

My money doesn't stretch far enough

- Deciding between food/fuel/mobile credit
- Low income or zero hours contract
- Statutory Sick Pay too low to cover costs
- Facing redundancy
- Not sure if eligible for support
- Change of circumstance (e.g. new baby/bereavement/illness/left partner)

See options **1 2**

I have debt

- Rent or Council Tax arrears
- Gas or electricity
- Credit or store cards
- Personal loans and overdrafts
- Owe friends and family
- Benefit repayments

See option **3**

Step 2: What are some options?

1 Council Support Schemes

People on low incomes may be able to access housing benefit, council tax reduction and discretionary housing payment through their local council. This will depend on your current circumstances.

Find out more at:
www.crawley.gov.uk/council-tax-and-benefits

2 Maximise Your Income

Anyone who is struggling financially can get a benefit check and speak to an advisor for free and confidential advice.

A **benefit check** can ensure that you are receiving all the money you're entitled to, especially if your circumstances have changed recently. Speaking to an advisor could also help you **manage your** gas and electricity bills and **make sure you're not missing out** on things like school clothing grants or free school meals.

3 Debt Advice

Debt can happen to anyone. Free advice and support can help you find ways to manage your debts and reduce how much you pay each month.

4 Benefit Advance

If you have made a new claim for benefit and are in financial hardship while you wait for your first payment, you may be able to get an advance to afford things like rent or food. It's important to get advice before taking out an advance. Benefit advances must be paid back, and the money will be taken from your future benefit payments (a loan).

5 Hardship Payment

If you have been sanctioned, you may be able to request a hardship payment from the Jobcentre. Hardship payments are not always paid immediately, and they're not available to everyone. Hardship payments of Universal Credit need to be paid back (a loan), but hardship payments of Jobseeker's Allowance or Employment Support Allowance do not (not a loan).

6 Challenge a Decision

You can challenge a benefit decision if your benefit has been stopped / sanctioned / reduced / refused or you have been overpaid. Most benefit decisions need to be challenged within one month.

Step 3: Where can I get help with these options?

Step 3: Where can I get help?

Each of these services offer free and confidential advice

Crawley Borough Council

Help to access Council Tax discounts, Council Tax Support, Housing Benefit and Discretionary Housing Payments

01293 438 611 | benefits@crawley.gov.uk
www.crawley.gov.uk/taxation

Help with options: **1 2**

Access Crawley

Support with accessing Council Services, debt advice, benefits and help with accessing hardship payments. Face to face and telephone advice available

01293 438 101 | access.crawley@crawley.gov.uk
www.crawley.gov.uk/council-information/help-money-worries

Help with options: **1 2 3 5**

Crawley Citizens Advice

Provides support with benefits, money, debt, employment, and paying bills. Face-to-face and telephone advice available

0808 278 7969 | www.advicewestsussex.org.uk/crawley

Help with options: **1 2 3 4 5 6**

Christians Against Poverty

Free advice and ongoing support for those struggling with debt

0800 328 0006 | www.capuk.org

Help with options: **2 3**

Age UK West Sussex, Brighton & Hove

Confidential and impartial service specifically for the needs of older people (50+)

0800 019 1310

www.ageuk.org.uk/westsussexbrightonhove/our-services/money-advice-service

Help with options: **2 3**

Other Support

Crawley Borough Council

Information on where to get support and advice

www.crawley.gov.uk/moneyworries

Updated on 10/05/23

Feedback? Share your experience of using this guide by visiting www.bit.ly/moneyadvicefeedback

Other Support

Crawley Borough Council Housing Options Team

Help if at risk of homelessness

01293 438 607 | housing.options@crawley.gov.uk
www.crawley.gov.uk/housing

Crawley Open House

Support for people suffering from homelessness, unemployment, loneliness and social exclusion

01293 447 702 | www.crawleyopenhouse.co.uk

Carers Support West Sussex

Benefit advice for unpaid carers registered with Carers Support West Sussex

0300 028 8888 | info@carerssupport.org.uk
www.carerssupport.org.uk

Crawley Wellbeing

Provides online, telephone and face-to-face support for mental health and healthy lifestyle advice

01293 585 317 | wellbeing@crawley.gov.uk
www.crawley.westsussexwellbeing.org.uk

West Sussex County Council Community Support Hub

Help to access support services including hardship assistance

0330 222 7980 | www.westsussex.gov.uk/communityhub

West Sussex Energy Advice Service

Energy advice for West Sussex residents

01243 974 063 | www.westsussexenergy.co.uk

Worth Domestic Abuse Services

Provides assistance and support for people who are impacted by domestic violence, sexual violence and abuse

0330 222 8181 or 07834 968 539
domesticabuseservicescentral@westsussex.gov.uk

Financial Inclusion Officers, Crawley Homes

Financial Inclusion advice for Crawley Homes tenants

01293 438 000 | financialinclusion@crawley.gov.uk

Shelter

Free housing advice

0808 800 4444 (freephone) | england.shelter.org.uk

StepChange

Debt charity offering free advice and support

0800 138 1111 | www.stepchange.org

Digital version



www.worryingaboumoneyadvice.org.uk/stepchange

Worrying About Money?

Financial advice and support is available if you're struggling to make ends meet

Follow these steps to find out where to get help in Crawley



Supported by

