



Our ref: DC/21/0938
Your ref:
Email: CommitteeServices@horsham.gov.uk
Direct Line: (01403) 215465
Please ask for: Committee services
Date: 4th March 2022

Dear Sir/Madam,

Erection of extension to existing indoor riding arena to provide viewing area and pole barn for hay and storage purposes. Provision of tannoy system, circular horse walker, 2x all weather paddocks, additional parking area and associated works.

Hascombe Farm Horn Lane Henfield West Sussex

I refer to your comment regarding the planning application in respect of the above site.

I write to advise you that the above application is due to be considered at the meeting of the Planning Committee on 15th March 2022. The meeting will take place in the meeting rooms on the ground floor of **Parkside, Chart Way, Horsham, RH12 1RL** starting at 2.30pm.

The application is recommended for approval and the committee report can be viewed along with the rest of the documentation relating to this application on the Council's website at horsham.gov.uk/planning/planning-applications/view-and-comment-on-planning-applications and entering the application reference.

Public representations at the meeting

It will be possible for members of the public to speak at the meeting. This must be done by attending in person. It will not be possible to speak via Zoom or pre-recorded video.

If you wish to speak, either in support or objection, you must register. To do this, please telephone 01403 215465 or email CommitteeServices@horsham.gov.uk. Your name will then be added to the list if spaces are available, but note, there are a limited number of public slots available for each item. The deadline for registering is **midday on 11th March 2022** - requests made after this time will not be considered.

Horsham District Council will take into account any reasonable needs and potential barriers to ensure that speakers are able to participate. Please let us know if this is the case.

Please note: The Council will not be able to show any photographs, plans, documentation or any other visual aids, nor should any material be circulated at the Committee meeting.

Attending the meeting

The temporary legislation which permitted council meetings to be held virtually has now expired. Because of this, anyone participating (i.e. speaking) in the meeting – councillors, objectors, applicants or appellants – must attend the meeting in person.

The meeting is also open to other members of the public who wish to attend. However, COVID safe measures are currently in place. For this reason, the numbers which can be accommodated are extremely limited. You may be asked to wait in a neighbouring room until the item you are interested in commences. The council also reserves the right to turn non-participants away once capacity has been reached. For this reason, wherever possible, it is recommended that you follow the meeting online. We thank you for your understanding.

It is of paramount importance however that meetings are conducted safely. All participants and attendees will need to maintain social distancing and follow Covid-secure guidelines:

- Face coverings are currently recommended within the building but are not mandatory.
- Social distancing must be adhered to in the meeting room as well as the overall building.
- Hand sanitiser will be available at the entrance to and inside the meeting room.
- You will be required to indicate your attendance either via the NHS Track and Trace app or manually on a sheet of paper provided.
- Please bring your own pens/pencils/notepaper – there will be no stationary items for general use.
- The meeting room will be well ventilated.
- No refreshments will be provided so bring your own water bottle if necessary.

Live stream of the meeting

A live audio stream of the meetings will also be available on our website at horsham.moderngov.co.uk/mgCalendarMonthView.aspx - please click on the relevant meeting in the calendar. Committee papers can also be found here. The meeting will also be streamed on the council's YouTube page at <https://www.youtube.com/user/HorshamDC/videos>. If you experience issues with one feed, please try the other.

Yours faithfully
Committee Services

Public Involvement in Planning

The council's standard Guidance on Public Involvement in Planning including Your Right to Speak at Meetings is available on our website at horsham.gov.uk/planning/planning-applications/how-is-a-planning-application-determined. Please note – certain changes are in place due to current COVID-19 restrictions.

Where the application is to be determined by Committee the Council wants to provide the opportunity for the public and for applicants (or their agents) to be represented at the meeting before the Council Members take their decision.

Public representation at meetings

The order in which speakers are taken is shown below. There are a limited number of slots.

	Maximum number allowed
1. Planning Officer – to introduce the application and update the objections, letters or support, etc. received.	—
2. Objectors	3 speaking slots, each limited to 2 minutes
3. Applicant or Agent and Supporters	3 speaking slots, each limited to 2 minutes
4. Parish or Neighbourhood Council representative(s)	5 minutes
5. Planning Officer – to deal with matters which have arisen.	—

If you have any queries about the Committee process you can contact us on (01403) 215465.