

From: Gill.Daniel <Gill.Daniel@horsham.gov.uk>
Sent: 27 March 2026 16:55:15 UTC+01:00
To: "Shazia Penne" <Shazia.Penne@horsham.gov.uk>
Subject: RE: DC/25/2079 - COTLANDS

Hello Shazia
Thank you for your email.

Utility block

We are glad to have the confirmation that the utility block will be of brick construction which acceptable. From the block plans it looks likely that the spacing is not sufficient. The brick built dayrooms must be 4.5 meters away from every caravan (not just the one on its own pitch). We do not object on planning grounds but wish to advise the applicant that the caravan site license will require dayrooms to be built 4.5meters away from any caravan. It's preferable that this is planned before construction starts.

Recreational space requirements

This site will require a caravan site licence and the recreational space requirement forms part of those license conditions, at the planning stage is therefore advisable to ensure that sufficient space is available. The recreation space shown on the current plan should be acceptable.

Drainage strategy

There does not appear to have been any additional information regarding the drainage strategy provided. This is of utmost importance and relates to the discharge of treated effluent from the proposed wastewater treatment plant. The applicant has not provided information about the proposed location of the soakaway drainage field and has not provided any information to confirm whether the ground proposed for this discharge will be capable of absorbing the treated effluent. The ground must be tested to demonstrate it is suitable for percolation/infiltration of the treated effluent, in accordance with British Standard ((BS 6297) or equivalent.

Thanks

Gill Daniel

Technical Officer (Housing)

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Email: Gill.Daniel@horsham.gov.uk



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Telephone: 01403 215100 (calls may be recorded) www.horsham.gov.uk Chief Executive: Jane Eaton



From: Shazia Penne <Shazia.Penne@horsham.gov.uk>

Sent: 27 March 2026 10:49

To: Gill.Daniel <Gill.Daniel@horsham.gov.uk>

Subject: FW: DC/25/2079 - COTLANDS

Hi Gill

Can you please see below a response from the agent in regards to the Gypsy pitches related to Cotlands. I am in the process of writing my report and would appreciate your comments.

Kind Regards

Shazia Penne

Planning Officer

Telephone: [01403 215258](tel:01403215258)

Email: Shazia.Penne@horsham.gov.uk



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From: Ben Kirk <ben@manorwood.co.uk>

Sent: 27 March 2026 10:30

To: Shazia Penne <Shazia.Penne@horsham.gov.uk>; Ben Kirk <ben@prometheanplanning.co.uk>

Subject: Re: DC/25/2079 - COTLANDS

Hi Shazia

I have reviewed the comments in regards spacing and the recreation area.

The utility buildings would be constructed of brick as noted on the plans and are therefore non combustible and so there location on the site is suitable.

With regards to the recreational space. The requested recreational space is taken from the Model Standards 2008 for Caravan Sites in England. It is not a statutory requirement but more guidance.

In any case the guidance states *"On sites where it is practical to do so, suitable space equivalent to about one tenth of the total area of the site shall be allocated for recreational purposes"*

I should also point out that in the introduction of the Model Standards 2008 document it states *"these standards only apply to those sites which contain caravans that are used as permanent residential units. They do not apply to sites used exclusively for holidays or touring caravan sites (for which separate model standards have been issued). The standards also do not apply to sites occupied by gypsies or travellers or caravan sites which house agricultural workers."*

Given the site is for gypsy / travellers this document is not relevant, and the requirement is not therefore a material consideration.

The site comprises 4 residential caravan plots each with a substantial garden space which would be more than sufficient for recreation in any case and so we believe it to be suitable in this respect

I hope this clarifies matters

Many thanks

Ben

From: Shazia Penne <Shazia.Penne@horsham.gov.uk>

Sent: Thursday, March 26, 2026 14:32

To: Ben Kirk <ben@prometheanplanning.co.uk>

Subject: DC/25/2079 - COTLANDS

Hi Ben

I am working through my report and noticed some comments from EH on the spacing and recreation area. Can you look at this as soon as possible, the deadline for my report is tomorrow evening and I want this app on the agenda without further delay.

Thank you in advance.

Shazia

Shazia Penn

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Planning Officer

Telephone: [01403 21525](tel:01403215258)

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Email: Shazia.Penne@horsham.gov.uk

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