

## HAYWARDS HEATH TOWN COUNCIL

### PLANNING COMMITTEE

#### Minutes of the meeting held on Monday, 17 August 2020

C N Laband (*Chairman*) \*\*  
M J Pulfer (*Vice Chairman*)  
Mrs C Cheney  
C C J Evans  
Mrs S J Inglesfield  
A C McPherson \*\*  
H A Munda  
R A Nicholson \*\*

\* Absent

\*\* Apologies

#### 33. Apologies

The following apologies were received:

Member	Reason for Absence
Cllr C N Laband	Family commitment
Cllr A C McPherson	Holiday
Cllr R A Nicholson	

#### 34. Minutes

The Minutes of the meeting held on Monday, 27 July 2020 were taken as read, confirmed as a true record and duly signed by the Chairman.

#### 35. Substitutes

There were none. With Councillor Pulfer (Vice Chairman) acting as Chairman in the absence of Councillor Laband, he nominated Councillor Munda to act as Vice Chairman for the meeting. This was **AGREED** unanimously by the Committee.

#### 36. Members' Declarations of Interest

Councillor Mike Pulfer made the following declaration:

"I declare a personal interest in all planning applications under agenda item 6 as an elected Member of Mid Sussex District Council (MSDC) and as an appointed Member of the (MSDC) Planning Committee. I further reserve the right to alter my views should the applications come before the Planning Committee, based on contributions from the public, other Members or reports from MSDC Officers."

**37. Planning Appeals**

Members noted that the following appeal had been **lodged** in respect of MSDC's decision to refuse planning permission:

<b>Date Lodged &amp; References</b>	<b>Site</b>	<b>Description</b>
11/08/2020 AP/20/0037 W/4001344  (DM/19/4460 refers)	Land adjacent to 2 Ferny Croft	Change of use of land to private garden for 2 Ferny Croft. Amended plans received 26.11.2019 showing chain-link fence to be installed on western boundary.

The Chairman asked that the Deputy Clerk drop a note to the Planning Inspector to draw his/her attention to the Town Council's opposition to this application, which was disingenuous and represented an opportunistic attempt at 'land grab'.

**38. Licensing Applications**

Members noted that the following premises licence application had been **lodged** with MSDC:

<b>Application No. &amp; Applicant</b>	<b>Application Type</b>	<b>Premises Address</b>	<b>Nature of Application/ Variation</b>
LI/20/0885  KJ & J Enterprise Ltd	Premises	Nisa Local 33-35 South Road	New premises licence

**39. Comments and Observations on Planning Applications**

Members made comments and observations on 21 planning applications as per Appendix 1 attached.

**40. Items Agreed as Urgent by the Chairman**

There were none.

The meeting closed at 8:40pm.

*This meeting was conducted and recorded using the Zoom video conferencing application.*

## APPENDIX 1

### Week 1

#### **DM/20/1881 – 14–16 Sussex Road**

#### **Ashenground**

Change of use from an office (Class B1a use) to residential (Class C3 use) and extension of premises to the rear at ground, first and second floor, in order to form 8 no. 1 bedroom flats with associated secure cycle storage.

The Town Council **supports** this application because the proposal would provide useful and welcome additional units of residential accommodation in a town centre location. This is crucial if our town centre is to be revitalised and is to thrive.

The plans do not, however, appear to include a designated storage facility for refuse bins and so the Town Council requests that a discreet but adequate facility/enclosure is added somewhere at the rear of the building. This would prevent bins from being haphazardly strewn across the site.

The Town Council requests that developer Section 106 contributions for local community infrastructure are allocated towards the proposed Country Park, cemetery and allotments on land off Hurstwood Lane.

#### **DM/20/0266 – 36 Fairford Close**

#### **Bentswood**

Yew (A) reduce crown by 2 metres, Hazel (B) removal of 3 older stems to base, Oak (C) reduce overhang by pond by 2 metres, Hazel (D) coppice to base, Lime (E) dead – remove, Hazel (F) remove oldest 3 stems to base, Holly (G) reduce by 3 metres, Yew (H–J) crown reduction of 2 metres, remove dead wood, Ash (K) reduce by 2 metres, Holly (L) reduce by 3 metres, Ash (M) remove, Beech (N) remove dead wood, Hawthorn (O) reduce by 2 metres, Holly (P) reduce to base, Hazel (Q) coppice right down and Willow (R) reduce to base.

The Town Council defers this decision to Mid Sussex District Council's Tree Officer.

#### **DM/20/1103 – 34 Lucastes Lane**

#### **Lucastes**

(Amended plans received 26/07/2020 and 30/06/2020.) Loft conversion, front extension, first floor side extension and external alterations.

Whilst the Town Council notes the representations made by neighbouring residents, it **supports** this amended application (plans received by Mid Sussex District Council on 26/7/2020) subject to the following condition being imposed:

prior to the commencement of construction and at the applicants'/contractor's expense, a dilapidations report shall be done on the traffic island and public highway immediately outside of nos 30, 32 and 34 Lucastes Lane. Any subsequent damage to the traffic island/public highway that is attributable to construction traffic or works shall be remedied upon completion of construction at the applicants'/contractor's expense.

Furthermore, in order to protect the amenity of local residents, the Town Council would like to see works of construction (including the use of plant and machinery, and deliveries or collection of plant, equipment or materials) limited to the following times (although it is mindful of Government guidance on the temporary extension of construction working hours during the coronavirus pandemic):

Monday–Friday	08:00–18:00 hours;
Saturday	09:00–13:00 hours;
Sunday and Bank/Public Holidays	No work permitted.

**DM/20/2427 – 2 Lucastes Lane** **Lucastes**  
Demolish the existing outbuilding and replace with a new ancillary building.

No comment.

**DM/20/2564 – 2 Old Wickham Lane** **Heath**  
Proposed single storey rear extension.

No comment.

**DM/20/2581 – 5 Greenhill Way** **Franklands**  
Proposed garage conversion, porch and internal alterations.

No comment.

**DM/20/2585 – 4 Centenary Way** **Lucastes**  
Proposed garage conversion.

No comment.

### Week 2

**DM/20/2382 – 13 Hoblands** **Franklands**  
Retrospective planning application to put up a closeboard fence over 1 metre high, adjacent to the highway. The closeboard fence is 1.85 metres high and approximately 2 metres from the road.

No comment.

**DM/20/2552 – The Sundial, 2 Birchen Lane** **Heath**  
Convert and extend existing garage, create new garage and first floor extension.

No comment.

**DM/20/2701 – Willowbrook, 2 Sussex Gardens** **Franklands**  
T1 Oak – remove. T2 Maple – remove.

The Town Council defers this decision to Mid Sussex District Council's Tree Officer.

**DM/20/2720 – 96 Renfields** **Lucastes**  
Proposed single storey rear extension, part garage conversion and roof conversion to habitable space.

No comment.

**DM/20/2746 – 4 Lucastes Road** **Lucastes**  
T1, T2 and T3 Sycamore trees – fell.

The Town Council defers this decision to Mid Sussex District Council's Tree Officer.

### Week 3

**DM/20/1988 – 25 Penn Crescent** **Bentswood**  
Replace existing polycarbonate roof over dining room with a sloping opaque GRP roof and skylight.

No comment.

**DM/20/2203 – 115 South Road****Ashenground**

Proposed additional storey to existing three storey building to create a one bedroom flat.

The Town Council has no objections to this application on condition that the additional storey, as proposed, would not have a detrimental effect on the neighbouring rear first floor window (at no. 113 South Road) which would cause significant harm to the amenities of the occupier(s) living there by virtue of loss of light and a loss of outlook (Policies H8 of the Haywards Heath Neighbourhood Plan and DP26 of the Mid Sussex District Plan 2014–2031 apply). This was one of the reasons why a previous application (14/02021/FUL) for a similar proposal was refused and the Town Council would expect this latest application to have addressed this issue to the satisfaction of Mid Sussex District Council Planning Officers.

Whilst not a planning matter but from an aesthetic point of view, the Town Council asks that the owners of the building improve its appearance by making repairs to the flaking cement/render panels on the existing front façade.

**DM/20/2393 – 47 Wickham Way****Heath**

Erection of a single storey wooden outbuilding in rear garden.

No comment.

**DM/20/2660 – 52 Penland Road****Heath**

Part single storey, part two storey extensions including redesigning and raising the roof.

No comment.

**DM/20/2776 – 3<sup>rd</sup> Haywards Heath Scout Group, Alan Bilsby Hall,  
Bentswood Crescent****Bentswood**

Erection of 1 x four-bedroom house and a 2 storey residential building comprising of 1 x two-bedroom ground floor flat and 1 x one-bedroom first floor flat. Alterations to access point onto Bentswood Crescent to allow for vehicle and pedestrian access. Includes on-site parking, covered bicycle storage and refuse storage.

On balance, the Town Council **supports** this application for infill development on a 'brownfield' site subject to the following conditions:

1. the dwellings, as proposed, must address the pre-application concerns of '*overbearing impact and overlooking...due to differences in ground levels.*' Their 'single storey' design, with first floor accommodation in the roof space, must satisfy Mid Sussex District Council Planning Officers that they would not cause significant harm to the amenities of neighbouring properties in Bentswood Crescent, Pilgrim Gardens and Bentswood Road. The proposal must accord with Policy H8 of the Haywards Heath Neighbourhood Plan;
2. because the site is located off a congested residential road where there is high density housing and a high level of on-street parking, no works shall take place until a Construction Management Plan and a Traffic Management Plan have been submitted to and approved by Mid Sussex District Council. This is in the interests of site safety, highway safety and residential amenity;
3. prior to the start of construction of the dwellings, the developers shall be required to complete:
  - a. the widening of the access from Bentswood Crescent, and
  - b. the construction of the 5 on-site parking spaces and any other permanent hardstanding.

This is to make provision for the temporary parking of contractors' vehicles and the loading and unloading of vehicles associated with the development;

**cont.**

**DM/20/2776 – 3<sup>rd</sup> Haywards Heath Scout Group, Alan Bilsby Hall,  
Bentswood Crescent (cont.)**

**Bentswood**

4. notwithstanding Government guidance on the temporary extension of construction working hours during the coronavirus pandemic, works for the implementation of the development (including the use of plant and machinery, and deliveries or collection of plant, equipment or materials) shall be limited to the following times:

Monday–Friday	08:00–18:00 hours;
Saturday	09:00–13:00 hours;
Sunday and Bank/Public Holidays	No work permitted.

This is to safeguard the amenities of nearby residents, because the site is located on an elevated position in the middle of a residential area;

5. throughout the period of work on the site, the developers shall ensure that a banksman is available at all times to instruct and oversee the safe manoeuvring/reversing of large vehicles into and out of the site. This is in the interests of highway safety;
6. the Traffic Management Plan shall include details of the means and routing for construction traffic to access and leave the site. An appropriate temporary Traffic Regulation Order shall be applied in order to restrict on-street parking in Bentswood Crescent in the immediate vicinity of the site access. This is in the interests of highway safety and to avoid undue congestion and obstruction of Bentswood Crescent;
7. on page 7 of the Design and Access Statement, under the section **Fire Access and Water Access**, it is stated that *'The aim is to rebuild the fences alongside the access route so that they accord with site ownership lines.'* The developers must recognise that in all likelihood, the fences will get damaged or knocked down and this will mean replacing them along the entire side boundary of both no. 16 Bentswood Crescent (to the west) and no. 18 Bentswood Crescent (to the east). This must be at the developers' expense.

**DM/20/2793 – 6 Farm Cottages, Parkfield Way**

**Lucastes**

Proposed single storey rear extension. This is an application to establish whether the development is lawful. This will be a legal decision where the planning merits of the proposed use cannot be taken into account.

As this is an application for a Lawful Development Certificate and is therefore a legal matter, the Town Council defers the decision to Mid Sussex District Council.

**DM/20/2825 – Touchstone, Wood Ride**

**Ashenground**

Proposed single storey rear and side (wrap around) extension.

No comment.

**DM/20/2850 – Little Foxes, Fox Hill Village**

**Franklands**

Ground floor side and rear extension with loft conversion incorporating front and rear gables.

No comment.

**DM/20/2872 – 2 Pond Meadow**

**Lucastes**

Conservatory to the rear.

No comment.