



**HAYWARDS HEATH  
TOWN COUNCIL**

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3<sup>rd</sup> September 2024

To all Councillors on the Planning Committee and others for information

Dear Councillor,

You are hereby requested to attend a meeting of the **Planning Committee** to be held on **Monday 9<sup>th</sup> September 2024 at 7.00pm** at the Town Hall in the Council Chamber when the following business will be transacted.

*Yours Sincerely*  
**Steven Trice**  
Town Clerk

**AGENDA**

1. To receive apologies for absence.
2. To confirm the minutes of the meeting of the Planning Committee held on Monday, 19<sup>th</sup> August 2024.
3. To note Substitutes.
4. Public Forum - Members of the public are invited to ask questions or raise issues which are relevant and are the concern of this Council. A period of 15 minutes is allocated for this purpose. Notice of intention to address Council should be given to the Clerk by noon of the day of the meeting.
5. To receive Declarations of Interest from Members in respect of any matter on the agenda.
6. To note any appeals lodged and appeal decisions made, to note any licensing applications.
7. To receive planning decisions made by MSDC.
8. To receive and consider Policy Consultations received from Mid Sussex District Council.
9. To consider planning applications for comments and observations to be submitted to Mid Sussex District Council (MSDC).
10. To consider any items that the Chair agrees to take as urgent business.

**Committee Members: Planning Committee:** S Inglesfield (Chair), D Pascoe (Vice Chair), A. Bashar, B King, N Chapman, A Platts, A Murray, D Nicholson.

*'During this meeting the public are allowed to film the Committee and officers only from the front of the public gallery, providing it does not disrupt the meeting. **Any items in the Exempt Part of the agenda cannot be filmed.** If another member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking. The use of social media is permitted but all members of the public are requested to switch their mobile devices to silent for the duration of the meeting.'*

**Town Mayor** Cllr Stephanie Inglesfield

**Town Clerk** Mr Steven Trice

## Haywards Heath Town Council

Minutes of the Planning Committee Meeting held on Monday 19<sup>th</sup> August 2024, commencing at 07.00 pm.

### Present

S Inglesfield (Chair)  
D Pascoe (Vice Chair)  
A Bashar  
N Chapman  
B King  
A Murray \*\*  
D Nicholson  
A Platts

Also present RFO and Committee Clerk

\* Absent

\*\*Apologies

### 42 Apologies

Member	Reason
Cllr Murray	Illness

### 43 Minutes

The minutes of the meeting held on Monday, 29<sup>th</sup> July 2024 were taken as read, confirmed as a true record and duly signed by the Chair.

### 44 Substitutes

There were none.

### 45 Public Forum

There were no members of the public present.

### 46 Members Declaration of Interest

Cllr Bashar made the following declaration.

"I declare a personal interest in all planning applications under agenda item 9 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."

Cllr Platts made the following declaration:

"I declare a personal interest in all licensing applications under agenda item 6 as an elected Member of Mid Sussex District Council (MSDC) and as an appointed Member of the (MSDC) Licensing Committee. I further

reserve the right to alter my views should the applications come before the Licensing Committee, based on contributions from the public, other Members or reports from MSDC Officers."

**47 Planning Appeals**

Members noted the appeal pertaining to HHTC had been lodged with MSDC:

Date Lodged	References	Site	Description	Appeal Type
30/07/2024	AP/24/0037 - Refers to DM/23/0828	Chester House, Harlands Road, Haywards Heath, West Sussex, RH16 1LR	Proposed redevelopment of existing car park to provide a 5 storey building to the west of Chester House, Harlands Road, for 14 dwellings.	Appeal against refusal.

**Licensing Applications**

Members noted there were no licencing application pertaining to HHTC received.

**48 Planning decisions from Mid Sussex District Council.**

Members noted the following decisions.

Application Ref	Address	Agenda Date	HHTC Comment	MSDC Decision
DM/24/0875	Parkers MOT & Tyre Centre, Units 1 &2, Bridge Road	28/05/2024	No comment	Permitted
DM/24/1357	Homeleigh, Lowfield Road, RH16 4DW	17/06/2024	No Comment	Permitted
DM/24/1454	Hurstwood Place, RH17 7QY	29/07/2024	No Comment	Permitted
DM/24/1513	South of Ashenground Bridge	08/07/2024	No Comment	Permitted
DM/24/1525	2- 8 Sussex Road, RH16 4EA	08/07/2024	No Comment	Permitted
DM/24/1569	29 Blunts Wood Road, RH16 1ND	08/07/2024	Defer to the opinion if the MSDC Tree Officer	Permitted
DM/24/1632	67 Sheppeys, RH16 4NR	29/07/2024	No Comment	Permitted

#### 49 To receive and comment upon Public Consultations received from Mid Sussex District Council

##### Statement of Licensing Policy

Whilst Members were appreciative of the opportunity to comment on the Statement of Licensing Policy, they thought that it was quite a technical document which was closely tied to licensing law. Because of this, they did not feel qualified to make any significant observations. However, they wished to point out that it would have been helpful if the proposed amendments to the draft Policy had been highlighted in some way – together with an explanation for the amendments – to enable consultees and members of the general public to easily identify and better understand what had changed and why.

##### Pavement Licensing Policy

Members welcomed the opportunity to comment on the draft Pavement Licensing Policy, which was new to Mid Sussex District Council (MSDC). Their main concern focused on the application fee – currently £100 – and the fact that MSDC could potentially charge up to £500 for new applications and £350 for renewal applications. Members felt that any increase in charge should be justified and not just for the sake of it. Furthermore, they felt that a note of caution should be raised regarding the impact that higher fees might have on small, independent, local businesses.

#### 50 Comments and Observations on Planning Applications

Members made comments and observations on 16 Planning Applications as per Appendix 1 attached.

#### 51 Items Agreed as Urgent by the Chair

There were none.

The meeting closed at 07.42 pm.

## Appendix 1

### Planning Applications Received [Week 1](#)

Application Reference	Address/Description	Ward	Comments
DM/24/1782	Rezvan, 48 Lucastes Avenue, Haywards Heath  The specification for the proposed tree works is within the submitted tree detail report	Haywards Heath - Lucastes and Bolnore	Defer to the MSDC Tree Officer.

<b>DM/24/1806</b>	<p><b>Land Opposite 1 Ashenground Close, Haywards Heath, RH16 4PT</b></p> <p>Quercus robur located within the WSCC Highways maintainable grass verge opposite 1 Ashenground Close. Proposed works: Remove epicormic growth from the main stem and about crown break, crown lift approx. 5m all aspects, whole crown/height reduction by approx. 1m, reduce boundary overhang of properties 14a and 15 by approx. 1-1.5m to previous points.</p>	<b>Haywards Heath - Ashenground</b>	Defer to the MSDC Tree Officer.
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### Planning Applications Received [Week 2](#)

<b>Application Reference</b>	<b>Address/Description</b>	<b>Ward</b>	<b>Comments</b>
DM/24/1428	<p><b>19 Wealden Way, Haywards Heath, RH16 4AF</b></p> <p>Rear/side single storey extension and addition of windows to the ground and first floor of the side entrance elevation. Updated existing and proposed elevational drawings received 25.07.2024 to include east elevation.</p>	<b>Haywards Heath – Lucatstes and Bolnore</b>	No comment
DM/24/1784	<p><b>52 Bruce Close, Haywards Heath, RH16 4QE</b></p> <p>Ground floor side extension and replacement patio doors</p>	<b>Haywards Heath - Ashenground</b>	No comment.
DM/24/1802	<p><b>Barn Cottage, Pavilion Barn, Cottage Lane, Haywards Heath, RH16 3QW</b></p> <p>New mixed-use purpose-built community centre with use-by-day nursery together with joining path to existing pavilion with modified brick banding, confirmation of brickwork detailing and minor internal alterations.</p>	<b>Haywards Heath- Bentswood and Heath East</b>	No comment.
DM/24/1820	<p><b>17 Sheppeys, Haywards Heath, RH16 4NP</b></p>	<b>Haywards Heath - Ashenground</b>	No comment.

	Two storey side extension.		
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**Planning Applications Received [Week 3](#)**

Application Reference	Address/Description	Ward	Comments
DM/24/1091	<p><b>Little Norton Lees, 9A Oathall Road, Haywards Heath, West Sussex, RH16 3EG</b></p> <p>Proposed conversion of a garage to a living room. (Amended plans received 05/08/2024)</p>	<b>Haywards Heath - Bentswood and Heath West</b>	No comment
DM/24/1830	<p><b>15 Portsmouth Lane, Haywards Heath, RH16 1SE</b></p> <p>Two storey rear extension</p>	<b>Haywards Heath – North East</b>	No comment.
DM/24/1707	<p><b>15 Portsmouth Lane, Haywards Heath, RH16 1SE</b></p> <p>Proposed triple garage.</p>	<b>Haywards Heath – North East</b>	<p>Whilst the Town Council acknowledges that the principle of building a garage in this position has already been established – with application reference DM/22/2162 being allowed on appeal – it <b>OBJECTS</b> to this latest application for the following reasons:</p> <ol style="list-style-type: none"> <li>1. the proposed garage (eastern elevation) would be far too close to the tree shown on the block plan and this would inevitably have a detrimental effect on the tree’s health and longevity;</li> <li>2. the proposal would result in an incongruous and overbearing feature in the front garden of the property, which would be detrimental to the street scene and contrary to Policies E9, E10 and H9 of the Haywards</li> </ol>

			Heath Neighbourhood Plan, and Policy DP26 of the Mid Sussex District Plan.
DM/23/3105	<p><b>Land Off Turners Mill Road, Turners Mill Road, Haywards Heath West Sussex</b></p> <p>Redevelopment of the site comprising the erection of 16 new residential dwellings (Use Class C3), together with associated car and cycle parking, landscaping and other associated works. (Overlooking and distance study and amended Plot 16 plans received 18/6)</p>	<b>Haywards Heath – North West</b>	Object. The Town Councils comments remain as previously submitted on 2 <sup>nd</sup> of January 2024.
DM/24/1857	<p><b>15 Norris Lane, Haywards Heath West Sussex RH17 5ND</b></p> <p>Conversion of detached garage into part office/play space and part storage</p>	<b>Haywards Heath – North West</b>	No comment.
DM/24/1880	<p><b>9 Wickham Close, Haywards Heath West Sussex RH16 1UH</b></p> <p>Propose to demolish the existing rear extension and replace with a larger single storey rear extension</p>	<b>Haywards Heath – North East</b>	No comment
DM/24/1895	<p><b>Land Outside 65 Sheppeys, Haywards Heath West Sussex RH16 4NR</b></p> <p>Sweet Chestnut - Heavy crown / Height reduction / Pollard by approx 3-4m back to suitable live growth points and crown lift 4m all aspects</p>	<b>Haywards Heath - Ashenground</b>	Defer to the MSDC tree officer
DM/24/1905	<p><b>Land Between Sussex Gardens, Haywards Heath West Sussex RH17 7SU</b></p> <p>(G1 Mixed Trees) - Crown Lift - all trees by approx 6m above ground level over carriageway. Fell x1 Ash. Section of mixed species trees- Fell to surface level all dead and/or dangerous trees sprayed with yellow paint.</p>	<b>Haywards Heath- Frankland's</b>	Defer to the MSDC tree officer



DM/24/1922	<p><b>Birch House, Lewes Road Haywards Heath West Sussex</b></p> <p>Sycamore - Thinning by 20% to reduce crown weight and increase light</p>	<p><b>Haywards Heath - Franklands</b></p>	<p>Defer to the MSDC tree officer</p>
DM/24/1834	<p><b>Brabourne, College Road, Haywards Heath, West Sussex, RH16 1QS</b></p> <p>Hip-to-gable roof conversion with associated rear facing dormer extension. New rooflights to front roof pitch.</p>	<p><b>Haywards Heath – North East</b></p>	<p>No comment.</p>



**Planning decisions received from Mid Sussex District Council**

<b>Application Ref</b>	<b>Address</b>	<b>Agenda Date</b>	<b>HHTC Comment</b>	<b>MSDC Decision</b>
DM/24/1091	99 Oathall Road, Little Norton Lee, RH16 3EG	19/08/2024	No comment	Permitted
DM/24/1205	62 Lewes Road, RH17 7SN	17/06/2024	No comment	Permitted
DM/24/1358	2 Lucastes Lane, RH16 1LD	08/07/2024	No Comment	Permitted
DM/24/1357	Land between 7&9 Duncton Close		Object	Withdrawn
DM/24/1500	Westcombe, Birch Avenue, RH17 7SL	08/07/2024	No Comment	Permitted
DM/24/1541	4 Woodlands Road, RH16 3JY	29/07/2024	No Comment	Permitted
DM/24/1597	31 Weavers Mead, RH16 4FR	29/07/2024	No Comment	Permitted
DM/24/1698	10 The Grove, RH16 3SJ	29/07/2024	No Comment	Permitted
DM/24/1782	Rezvan, 48 Lucastes Avenue, RH16 1JY	19/08/2024	Defer to the MSDC Tree Officer.	Permitted
DM/24/1784	52 Bruce Close, RH16 4QE	19/08/2024	No comment	Permitted
DM/24/1806	Land opposite 1 Ashenground Close, RH16 4PT	19/08/2024	Defer to the MSDC Tree Officer	Permitted

**ITEM 8**

**Committee Meeting: Planning Committee**

**Report of:** Committee Clerk

**Date:** 9<sup>th</sup> September 2024

**Subject:** MSDC Public consultations for consideration

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Two public consultation policies have been received from MSDC. Proposed Taxi Licencing Policy Amendments and Draft Animal Welfare Policy.

Committee members are asked to read the policies and consider if they wish to return any comments to MSDC.

Any comments on the Policies should be received by the Licensing Team no later than 29 September 2024.

These Policies were emailed to members on 02/09/2024.

**ITEM 9****Planning Applications Received [Week 1](#)**

<b>Application Reference</b>	<b>Address/Description</b>	<b>Ward</b>	<b>Comments</b>
<b>DM/24/1249</b>	<b>Amenity Land at Troon Court, Iona Way, Haywards Heath, West Sussex</b>  Group of Limes and Horse Chestnut (G2) to repollard to previous points. Oak tree reduce canopies by 2-4 metres	<b>Haywards Heath - Bentswood and Heath East</b>	Suggest defer to MSDC Tree Officer
<b>DM/24/1819</b>	<b>Sans Souc, Snowdrop Lane, Lindfield, Haywards Heath</b>  2 Storey side extension including partial conversion of garage	<b>Haywards Heath - Franklands</b>	History- Proposed two storey side extension to include partial conversion of garage and existing boundary wall re-sited. (amended plans and description 17/06, amended block plan 09/07) Ref. No: DM/24/1065   Status: Permission. HHTC comments were 'No comment'
<b>DM/24/1835</b>	<b>25 Wealden Way, Haywards Heath, West Sussex, RH16 4AF</b>  Change of use of garage to gym with proposed fenestration.	<b>Haywards Heath - Lucastes and Bolnore</b>	No recent planning history.
<b>DM/24/1901</b>	<b>68 Sydney Road, Haywards Heath, West Sussex, RH16 1QA</b>  Proposed two storey side extension	<b>Haywards Heath - Bentswood and Heath West</b>	No relevant planning history.
<b>DM/24/1942</b>	<b>Franklands Village, Haywards Heath, West Sussex</b>  See schedule of works	<b>Haywards Heath - Franklands</b>	Tree works, suggest defer to the MSDC Tree Officer.
<b>DM/24/1946</b>	<b>Land Adj To Bennetts Rise, Haywards Heath, West Sussex</b>  T3 - Sweet Chestnut - Behind 13, Bennetts Rise - Reduce long limb growing towards parking area by about 3m T4 - Ash - Beside 1, The Birches - Remove - advanced signs of ash die-back T5 - Oak - Beside 1, The Birches - Remove long low limb growing towards building	<b>Haywards Heath - Franklands</b>	Suggest defer to MSDC Tree Officer.
<b>DM/24/1947</b>	<b>Kipling Court, Paddockhall Road, Haywards Heath, West Sussex</b>  Proposal is for two door canopies to be installed.	<b>Haywards Heath - Lucastes and Boltro</b>	No comment.

<b>DM/24/1948</b>	<b>Hanlye Barn, Hanlye Lane, Cuckfield, Haywards Heath</b>  Application for Lawful Development (existing) for operational development at Little Barn.	<b>Haywards Heath - Lucastes and Bolnore</b>	Application for Lawful Development (existing) for operational development at Little Barn. This is an application to establish whether the development is lawful. This will be a legal decision where the planning merits of the existing use cannot be taken into account
<b>DM/24/1958</b>	<b>28 Lucastes Avenue, Haywards Heath, West Sussex, RH16 1JX</b>  (T1) Ash - Fell	<b>Haywards Heath - Lucastes and Bolnore</b>	Suggest defer to MSDC Tree Officer.

### Planning Applications Received [Week 2](#)

<b>Application Reference</b>	<b>Address/Description</b>	<b>Ward</b>	<b>Comments</b>
<b>DM/24/1909</b>	<b>2 Ridgeway, Haywards Heath, RH17 7AQ</b>  2 x Oaks - Crown thinning by 15% and remove any dead branches as tree branches are getting very close to the house and are restricting light to the garden.	<b>Haywards Heath - Franklands</b>	Suggest defer to MSDC Tree Officer
<b>DM/24/1997</b>	<b>11 Harvesters, Haywards Heath, RH16 4JX</b>  Proposed first floor side extension.	<b>Haywards Heath - Ashenground</b>	No relevant planning history.
<b>DM/24/2023</b>	<b>1 Lucastes Road, Haywards Heath, RH16 1JJ</b>  2 x Beech tree - height reduction of 2-3 m and thinning of 15%. Oak - monolith. Small Ash and Hawthorn reduce to ground level.	<b>Haywards Heath - Lucastes and Bolnore</b>	Suggest defer to MSDC Tree Officer
<b>DM/24/2043</b>	<b>25 Cattswood Lane, Haywards Heath, RH16 4GF</b>  Proposed loft conversion.	<b>Haywards Heath - Lucastes and Bolnore</b>	No relevant planning history.

**Planning Applications Received Week 3**

<b>Application Reference</b>	<b>Address/Description</b>	<b>Ward</b>	<b>Comments</b>
<b>DM/24/1996</b>	<b>83 New England Road, Haywards Heath, RH16 3LE</b>  Replace existing conservatory to rear with single storey extension and associated alterations	<b>Haywards Heath - Bentswood and Heath East</b>	No relevant planning history.
<b>DM/24/2064</b>	<b>23-25 Bolnore Road. Haywards Heath, RH16 4AB</b>  Variation of Condition 1 relating to planning reference DM/23/1262.	<b>Haywards Heath - Lucastes and Bolnore</b>	No comment
<b>DM/24/2087</b>	<b>57 Turners Mill Road, Haywards Heath, RH16 1NW</b>  Confirmation that commencement of development has taken place pertaining to DM/20/1077	<b>Haywards Heath – North Central</b>	Lawful development certificate.
<b>DM/24/2091</b>	<b>Carousel, 27 Sergison Road, Haywards Heath, West Sussex</b>  T1 - Oak Reduce height by 2.5 metres, down to suitable growth. Reduce sides by 1.5 metres, shaping and balancing accordingly. T2 - Oak Reduce overall crown by 1.5 metres, shaping and balancing accordingly. Crown lift to 5 metres over the garden. T3 - Oak Reduce height by 3 metres, down to suitable growth. Reduce sides by 2 metres, shaping and balancing accordingly.	<b>Haywards Heath - Lucastes and Bolnore</b>	Suggest defer to MSDC Tree Officer