



**HAYWARDS HEATH
TOWN COUNCIL**

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24th 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 30th 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, 9th September 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 consider planning applications for comments and observations to be submitted to Mid Sussex District Council (MSDC).
8. To consider West Sussex County Council proposal to make a permanent Traffic Regulation Order (TRO) at the junction of Selby Court with Ashenground Road.
9. 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 9th September 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.

* Absent

**Apologies

52 Apologies

Member	Reason
ClIr Nicholson	Holiday

53 Minutes

The minutes of the meeting held on Monday, 19th August 2024 were taken as read, confirmed as a true record and duly signed by the Chair.

54 Substitutes

There were none.

55 Public Forum

There were no members of the public present.

56 Members Declaration of Interest

ClIr 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."

He also declared a personal interest in agenda item 8 – proposed amendments to MSDC's Taxi Licensing Policy – on account of him being a self-employed taxi driver with a Hackney Carriage Licence.

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."

57 Planning Appeals

Members noted the appeal decision pertaining to HHTC:

Reference	Address	Description	Procedure	Decision	Date decided
AP/24/0019	Land at Anscombe Woods Crescent	The erection of two buildings to provide 2 no. 1 bed apartment, 6 no. 2 bed apartments and 2 no. 3 bed apartments (total 10 units), with associated access, car parking, covered cycle parking, refuse store and woodland management plan	Written representative	Dismissed	28/08/2024

Licensing Applications

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

58 Planning decisions from Mid Sussex District Council.

Members noted the following decisions.

Application Ref	Address	Agenda Date	HHTC Comment	MSDC Decision
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	Rezvani, 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

59 MSDC Policy Consultations

(a) **Proposed Taxi Licencing Policy Amendment** – Members had no comments.

(b) Animal Welfare Licensing Policy

Regarding Section 4. 'Dog Boarding Franchises and Host Sites', Members wanted to know whether the requirement for a licence included websites such as **Pawshake.co.uk** and **Rover.com**, which acted as fee-charging intermediaries, connecting owners with sitters. If the Policy did not include these types of enterprise, should they be considered and how might they be impacted?

60 Comments and Observations on Planning Applications

Members made comments and observations on 17 Planning Applications as per Appendix 1 attached.

61 Items Agreed as Urgent by the Chair

There were none.

The meeting closed at 07.44 pm.

Appendix 1

Planning Applications Received [Week 1](#)

Application Reference	Address/Description	Ward	Comments
DM/24/1249	Amenity Land at Troon Court, Iona Way, Haywards Heath, West Sussex Group of Limes and Horse Chestnut (G2) to repollard to previous points. Oak tree reduce canopies by 2-4 metres	Haywards Heath - Bentswood and Heath East	Defer to MSDC Tree Officer
DM/24/1819	Sans Souc, Snowdrop Lane, Lindfield, Haywards Heath	Haywards Heath - Franklands	No comment.

	2 Storey side extension including partial conversion of garage		
DM/24/1835	25 Wealden Way, Haywards Heath, West Sussex, RH16 4AF Change of use of garage to gym with proposed fenestration.	Haywards Heath - Lucastes and Bolnore	No comment.
DM/24/1901	68 Sydney Road, Haywards Heath, West Sussex, RH16 1QA Proposed two storey side extension	Haywards Heath - Bentswood and Heath West	No comment.
DM/24/1942	Franklands Village, Haywards Heath, West Sussex See schedule of works	Haywards Heath - Franklands	Defer to the MSDC Tree Officer.
DM/24/1946	Land Adj To Bennetts Rise, Haywards Heath, West Sussex 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	Haywards Heath - Franklands	Defer to MSDC Tree Officer.
DM/24/1947	Kipling Court, Paddockhall Road, Haywards Heath, West Sussex Proposal is for two door canopies to be installed.	Haywards Heath - Lucastes and Boltro	No comment.
DM/24/1948	Hanlye Barn, Hanlye Lane, Cuckfield, Haywards Heath Application for Lawful Development (existing) for operational development at Little Barn.	Haywards Heath - Lucastes and Bolnore	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.
DM/24/1958	28 Lucastes Avenue, Haywards Heath, West Sussex, RH16 1JX (T1) Ash - Fell	Haywards Heath - Lucastes and Bolnore	Defer to MSDC Tree Officer.

Planning Applications Received [Week 2](#)

Application Reference	Address/Description	Ward	Comments
DM/24/1909	2 Ridgeway, Haywards Heath, RH17 7AQ	Haywards Heath - Franklands	Defer to MSDC Tree Officer

	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.		
DM/24/1997	11 Harvesters, Haywards Heath, RH16 4JX Proposed first floor side extension.	Haywards Heath - Ashenground	No comment.
DM/24/2023	1 Lucastes Road, Haywards Heath, RH16 1JJ 2 x Beech tree - height reduction of 2-3 m and thinning of 15%. Oak - monolith. Small Ash and Hawthorn reduce to ground level.	Haywards Heath - Lucastes and Bolnore	Defer to MSDC Tree Officer
DM/24/2043	25 Cattswood Lane, Haywards Heath, RH16 4GF Proposed loft conversion.	Haywards Heath - Lucastes and Bolnore	No comment.

Planning Applications Received [Week 3](#)

Application Reference	Address/Description	Ward	Comments
DM/24/1996	83 New England Road, Haywards Heath, RH16 3LE Replace existing conservatory to rear with single storey extension and associated alterations	Haywards Heath - Bentswood and Heath East	No comment.
DM/24/2064	23-25 Bolnore Road. Haywards Heath, RH16 4AB Variation of Condition 1 relating to planning reference DM/23/1262.	Haywards Heath - Lucastes and Bolnore	The Town Council requests that if consent is granted for the removal of tree T1 (Norway maple) from the northern end of the site, it shall be replaced with a suitably mature specimen within the same general vicinity.
DM/24/2087	57 Turners Mill Road, Haywards Heath, RH16 1NW Confirmation that commencement of development has taken place pertaining to DM/20/1077	Haywards Heath - North Central	No comment.
DM/24/2091	Carousel, 27 Sergison Road, Haywards Heath, West Sussex 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,	Haywards Heath - Lucastes and Bolnore	Defer to MSDC Tree Officer

	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.		
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Planning Applications Received [Week 1](#)

Application Reference	Address/Description	Ward	Comments
DM/24/2050	<p>Kelston Birch Close, Haywards Heath, West Sussex</p> <p>T1 Sycamore: reduce crown by 40% from 15 metres to 9 metres and thin to reduce spread from 10 metres to 7 metres. T2 Leylandii: reduce height by 50% from 5 metres to 2.5 metres. T3 Coppiced Hazel: reduce height by 50% from 11 metres to 5.5 metres. T4 Immature oak: fell. T5 Coppiced Sycamore: reduce height by 50% from 10 metres to 5 metres. T6 Common Walnut: fell</p>	Haywards Heath - Franklands	Suggest defer to the opinion of the MSDC Tree Officer.
DM/24/2063	<p>47 Wivelsfield Road, Haywards Heath, RH16 4EN</p> <p>Retrospective Planning Application for the construction of a detached 3no. bedroom dwelling (revisions to previously approved application DM/22/0841 for a 2no. bedroom dwelling in respect of the new house now known as Hilltop House, 47a Wivelsfield Road).</p>	Haywards Heath - Ashenground	History - Proposed construction of a new 2no. bedroom dwelling. Ref. No: DM/22/0841 Status: Permission. HHTC Objected to this application.
DM/24/2130	<p>30 Quarry Hill, Haywards Heath, RH16 1NQ</p> <p>Variation of Condition 3 relating to planning reference DM/22/1562.</p>	Haywards Heath - Lucastes and Bolnore	<p>History- Two storey rear extension with new dormer. Remove existing clay tiles and replace with a rendered finish to match the proposed extension, two rooflights: one to the proposed dormer and one to the proposed rear roof pitch. Associated alterations to front elevation, garage and parking. Ref. No: DM/22/1562 Status: Permission. HHTC comment were 'no comment'</p> <p>Changes to Condition 3 relate:</p> <ol style="list-style-type: none"> 1. Proposed retention of the existing clay tiles on the property and use the same tiles on the extension matching the existing aesthetic of other properties on the road. 2. Instillation of bi-fold doors instead of French windows at the rear of the

			property will allow for better access in and around the garden area 3. Removal of proposed rear door on the southeast side of the rear extension, replaced with matching brickwork will allow for better natural light without impacting neighbours. 4. Amendment to the East facing window on the ground floor will allow for better natural light without impacting neighbours.
DM/24/2138	Birchen Lane, Haywards Heath, RH16 1RY Multiple works to trees down both sides of Birchen Lane - See schedule of works.	Haywards Heath – North East	Suggest defer to the opinion of the MSDC Tree Officer.

Planning Applications Received **Week 2**

Application Reference	Address/Description	Ward	Comments
DM/24/0847	Colwell House, 108 Lewes Road, Haywards Heath, West Sussex Proposed extensions and alterations to dwelling incorporating single storey extensions to dwelling, internal alterations, removal of existing swimming pool and enclosure, new swimming pool and pool house, relocation of tennis court and new access. Additional supporting plans and Heritage Statement received on 28.08.2024.	Haywards Heath - Franklands	Previously seen at Planning 7 May 2024 where the Town councils' comment were – 'The Town Council appreciates the applicants' proposals to enhance and preserve this listed building and grounds. Members do have some concerns about: a) how the works might change the character of the property, and b) the removal of trees, but they trust that Mid Sussex District Council's Conservation Officer will provide pertinent feedback and advice.'
DM/24/0848	Colwell House, 108 Lewes Road, Haywards Heath, West Sussex Proposed extensions and alterations to dwelling incorporating single storey extensions to dwelling, internal alterations, removal of existing swimming pool and enclosure, new swimming pool and pool house, relocation of tennis court and new access. Additional supporting plans and Heritage Statement received on 28.08.2024. Listed Building Consent	Haywards Heath - Franklands	As above
DM/24/1587	2 Diamond Cottages, St Johns Road, Haywards Heath, West Sussex	Haywards Heath - Ashenground	No planning history.

	Proposed single storey extension at rear and small dormer to rear loft.		
DM/24/2145	24 Church Avenue, Haywards Heath, West Sussex, RH16 1ED New window to front elevation on the first floor.	Haywards Heath – North Central	No relevant planning history.
DM/24/2147	59 Vale Road, Haywards Heath West Sussex RH16 4JF Proposed loft conversion	Haywards Heath - Ashenground	Lawful Development Certificate.
DM/24/2150	Muster House, 12 Muster Green North, Haywards Heath West Sussex 4 x Maple, to remove.	Haywards Heath - Lucastes And Bolnore	Suggest defer to the opinion of the MSDC Tree Officer.
DM/24/2152	2 - 8 Sussex Road, Haywards Heath, West Sussex, RH16 4EA Change of use from commercial floorspace (Class E) to form 2 x self-contained flats (Class C3).	Haywards Heath - Ashenground	Application to determine if prior approval is required.
DM/24/2188	Land To The Rear Of 35 Greenhill Way, Haywards Heath West Sussex RH17 7SQ (T1) Hazel, (T2) Field Maple and (T3) Laurel - Cut back to fence line by 2-3m.	Haywards Heath - Franklands	Suggest defer to the opinion of the MSDC Tree Officer.

Planning Applications Received **Week 3**

Application Reference	Address/Description	Ward	Comments
DM/24/1754	3B South Road, RH16 4LE Loft conversion with rear dormer roof extension to create an additional 2-bedroom flat along with a new rear external staircase and door.	Ashenground	No planning history.
DM/24/1997	11 Harvesters, RH16 4JX Proposed first floor side extension (Certificate B 17.09.2024).	Ashenground	No relevant planning history.
DM/24/2121	98A South Road, RH16 4LJ Proposed shop front replacement.	Ashenground	No planning history.
DM/24/2189	145 Priory Way, RH16 3NS Demolition of existing garage to allow space to be utilised for parking. Proposal also includes widening pathway to front of property and ramp provision. New widened front doorway and alterations to ramp and fence lines.	Bentswood & Heath East	<u>Previous approvals:</u> DM/24/0463 – single storey side extension & rear landscaping (approved 05/04/24); HH/161/92 – two-storey side extension to provide dining room, study & first floor bedroom over (approved 04/09/1992).

DM/24/2229	72 Sydney Road, RH16 1QA Sycamore (T1) - fell. Sycamore (T2) - crown reduce by 3m and sever ivy. Sycamore (T3) - crown reduce by 3m. Ginkgo biloba - (T4) - fell. Holly (T5) - coppice. Lawson Cypress (T6) - crown reduce by 2.5m and crown raise to 2m from pavement.	Bentswood & Heath West	Suggest defer to the opinion of the MSDC Tree Officer.
DM/24/2275	48 Wood Ride, RH16 4NJ Proposed single storey timber-framed garden room.	Ashenground	No relevant planning history.
DM/24/2279	Tesco Express, Unit D The Orchards Proposal to install 6x fascia signs, 1x projection sign, 8x vinyl signs.	Ashenground	Application for Consent to Display an Advertisement.