



**HAYWARDS HEATH
TOWN COUNCIL**

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13th August 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 19th August 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, 29th July 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 Mid Sussex District Council.
8. To receive and comment upon Public Consultations from Mid Sussex District Council.
9. To consider planning applications for comments and observations to be submitted to Mid Sussex District Council.
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 29th July 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 Committee Clerk.

* Absent

**Apologies

32 Apologies

Member	Reason
Cllr Platts	MSDC meeting

33 Minutes

The minutes of the meeting held on Monday, 8th July 2024 were taken as read, confirmed as a true record and duly signed by the Chair.

34 Substitutes

There were none.

35 Public Forum

There were no members of the public present.

36 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."

37 Planning Appeals

Members noted that no appeals pertaining to HHTC had been lodged with MSDC:

Licensing Applications

Members noted the licencing application pertaining to HHTC received.

App no	Date received	Application Type	Applicants	Premises Address	Variation Yes/No	Nature of Application	Latest date for representations to be made
LI/24/0901	04/07/2024	Premises	Genardo Campbell & Alice Collick	Container 4 The Mill Isaacs Lane Haywards Heath West Sussex RH16 4RZ	No	New Premises Licence	13/08/2024

38 Planning decisions from Mid Sussex District Council.

Members noted the following decisions.

Application Ref	Address	Agenda Date	HHTC Comment	MSDC Decision
DM/24/0812	Shangri La, Queens Road, RH16 1EE	15/04/2024	No Comment	Permitted
DM/24/0979	141 South Road, RH16 4LY	17/06/2024	No Comment	Permitted
DM/24/0980	141 South Road, RH16 4LY	17/06/2024	No Comment	Permitted
DM/24/1065	Sans Souci, Snowdrop Lane, RH16 2QE	28/05/2024	No Comment	Permitted
DM/24/1074	45B Wood Ride, RH16 4NL	17/06/2024	No Comment	Permitted
DM/24/1211	124 Beech Hill, RH16 3TT	17/06/2024	Defer to the opinion of the MSDC Tree officer	Permitted
DM/24/1216	47 Lucatses Avenue, RH16 1JZ	28/05/2024	Object	Refused
DM/24/1219	59 Sunnywood Drive, RH16 4DP	28/05/2024	No Comment	Permitted
DM/24/1220	59 Sunnywood Drive, RH16 4DP	28/05/2024	No comment	Permitted
DM/24/1267	7 Ashenground Close, RH16 4PT	17/06/2024	No comment	Permitted
DM/24/1269	25 Bolnore Road, RH16 4AB	17/06/2024	No Comment	Permitted
DM/24/1304	Brambletyne, 5 The Rushes, RH16 2QH	17/06/2024	Defer to the opinion of the	Permitted

			MSDC Tree Officer	
DM/24/1315	Land adj to 40 Lewes Road, RH17 7SN	17/06/2024	Defer to the opinion of the MSDC Tree Officer.	Permitted
DM/24/1448	26 Hanbury lane, RH16 3HU	08/07/2024	No Comment	Permitted
DM/24/1493	Land to rear of 12 Bluebell Close, RH16 3HR	08/07/2024	Defer to the opinion of the MSDC Tree Officer	Permitted
DM/24/1507	16 Ashenground, RH16 3HR	08/07/2024	Defer to the opinion of the MSDC Tree Officer	Permitted
DM/24/1508	Foxglove House, 33 Lewes Road, RH17 7SP	08/07/2024	Defer to the opinion of the MSDC Tre Officer	No Objection
DM/24/1509	11 Fields End Close, RH16 4AB	08/07/2024	Defer to the opinion of the MSDC Tree officer	Permitted

39 Traffic Regulation Orders received from West Sussex County Council

Two Community Traffic Regulation Orders (TRO'S) had been received from WSCC, the Committee Clerk shared the requests and associated documents with the committee. The TRO's were discussed.

Cllr Pascoe had spoken with the resident at Sunnywood Drive and he explained the issues the resident was having.

Members **RESOLVED** to Support the application at 7 Sunnywood Drive to remove the double yellow lines and replace with a single white line. The committee hope this would provide clarity to parking enforcement, showing it is not an enforceable site. The addition of a single white line would ensure that the crossover area was kept clear of parked cars allowing access to the property.

Cllr Nicholson noted that Gander Hill was increasingly being used for commuter parking causing obstruction and making it dangerous for cyclists and residents to turn out of their driveways. Cllr Bashar agreed with the comments made.

Members **RESOLVED** to support the application at 18 Gander Hill.

40 Comments and Observations on Planning Applications

Members made comments and observations on 11 Planning Applications as per Appendix 1 attached.

41 Items Agreed as Urgent by the Chair

There were none.

The meeting closed at 08.03 pm.

Appendix 1

Planning Applications Received [Week 1](#)

Application Reference	Address/Description	Ward	Comments
DM/23/3230	Central Education Ltd, Barclay Court, Market Place, Haywards Heath Conversion of the former educational facility to residential to provide 10 no flats (Use Class C3), including roof extension and alterations. Amended drawings received 05.07.2024 revising the design of the third floor and roof level.	Haywards Heath - Lucastes and Boltro	No comment.
DM/24/1454	Hurstwood Place, Hurstwood Lane, Haywards Heath, West Sussex Retrospective planning application to change facing brickwork with flint infill to the north elevation so that it represents the original demolished building.	Haywards Heath - Franklands	Defer to the opinion of the MSDC Planning Officer.
DM/24/1496	95 Eastern Road, Haywards Heath, West Sussex, RH16 3NQ Existing fence on the west side of the property to be replaced with a new 2.5m fence	Haywards Heath - Bentswood and Heath East	No comment
DM/24/1541	4 Woodlands Road, Haywards Heath, West Sussex, RH16 3JY Proposed two storey and single storey rear extension.	Haywards Heath - Bentswood and Heath East	No comment
DM/24/1597	31 Weavers Mead, Haywards Heath, West Sussex, RH16 4FR Conversion of attached garage into a living room	Haywards Heath - Lucastes and Bolnore	No comment.
DM/24/1632	67 Sheppeys, Haywards Heath, West Sussex, RH16 4NR Oak Tree (T1) - controlled dismantle to ground level.	Haywards Heath - Ashenground	Defer to the opinion of the MSDC Tree Officer.

Planning Applications Received [Week 2](#)

Application Reference	Address/Description	Ward	Comments
DM/24/1683	<p>Ephesus, 24 The Broadway, Haywards Heath</p> <p>Variation of Condition 1 relating to planning reference 14/00730/CND, to allow extended opening hours of 9AM to midnight on Sundays to Thursdays and 9AM to 1:45AM on Fridays and Saturdays</p>	Haywards Heath - Bentswood and Heath West	<p>The Town Council support the application which encourages the continuance of local business in accordance with the NPPF and Policy DP1 (Sustainable Economic Development) of the District Plan. However, the Town Council would like to set out the following conditions which we hope Mid Sussex District Council will enforce.</p> <ul style="list-style-type: none"> • Opening times should remain as currently advertised on the property entrance. Sunday to Thursday 16:00 to 00:00 and Friday and Saturday 14:00 to 01:30 • Working noise should be kept to a minimum after 12pm with consideration given to residents. The business should show proof of a noise reduction policy and ensure procedures are in place to guarantee that staff are adhering to the policy. • A door staff ratio of 1:100 persons should be adhered to on Friday and Saturday evenings and any day after 12pm and for 30 minutes past the closing time.

Planning Applications Received [Week 3](#)

Application Reference	Address/Description	Ward	Comments
DM/24 1661	<p>57 Franklynn Road, Haywards Heath, RH16 4DS</p> <p>Proposed single storey rear extension.</p>	Haywards Heath - Bentswood and Heath East	No Comment.

DM/24/1698	10 The Grove, Haywards Heath, RH16 3SJ T1 Ash - remove due to dieback and decay.	Haywards Heath - Franklands	Defer to the opinion of the MSDC Tree Officer.
DM/24/1702	Sussex House, Perrymount Road, Haywards Heath Change of Use from office (Class E) to residential (Class C3), 16 flats.	Haywards Heath - Bentswood and Heath West	No comment.
DM/24/1729	Doric, 4 Fox Hill Village, Haywards Heath Erection of detached single garage.	Haywards Heath - Franklands	No comment

Planning decisions received from Mid Sussex District Council

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/24/1581	Winkfield Court, Boltro Road, RH16 1BH	08/07/2024	No Comment	Permitted
DM/24/1632	67 Sheppeys, RH16 4NR	29/07/2024	No Comment	Permitted

Committee Meeting: Planning Committee

Report of: Committee Clerk

Date: 19th August 2024

Subject: MSDC Public consultations for consideration

Two public consultation policies have been received from MSDC. Statement of Licencing Policy 2025 and Pavement Licence 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.

Policies are attached as separate documents.

Planning Applications Received **Week 1**

Application Reference	Address/Description	Ward	Comments
DM/24/1782	<p>Rezvan, 48 Lucastes Avenue, Haywards Heath</p> <p>The specification for the proposed tree works is within the submitted tree detail report</p>	Haywards Heath - Lucastes And Bolnore	Suggest defer to the MSDC Tree Officer.
DM/24/1806	<p>Land Opposite 1 Ashenground Close, Haywards Heath, RH16 4PT</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>	Haywards Heath - Ashenground	Suggest defer to the MSDC Tree Officer.

Planning Applications Received **Week 2**

Application Reference	Address/Description	Ward	Comments
DM/24/1428	<p>19 Wealden Way, Haywards Heath, RH16 4AF</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>	Haywards Heath – Lucatstes and Bolnore	Previously seen at 08/07/2024 Planning Committee HHTC comments were 'No comment'. Plans have been updated to show the East Elevation.
DM/24/1784	<p>52 Bruce Close, Haywards Heath, RH16 4QE</p> <p>Ground floor side extension and replacement patio doors</p>	Haywards Heath -Ashenground	No previous planning history. No comment.
DM/24/1802	<p>Barn Cottage, Pavilion Barn, Cottage Lane, Haywards Heath, RH16 3QW</p>	Haywards Heath- Bentswood and Heath East	This new application seeks to revise the previously approved application DM/21/1758.

	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.		Full details can be found on the MSDC Planning Register.
DM/24/1820	17 Sheppeys, Haywards Heath, RH16 4NP Two storey side extension.	Haywards Heath -Ashenground	No previous planning history. No comment.

Planning Applications Received [Week 3](#)

Application Reference	Address/Description	Ward	Comments
DM/24/1091	Little Norton Lees, 9A Oathall Road, Haywards Heath, West Sussex, RH16 3EG Proposed conversion of a garage to a living room. (Amended plans received 05/08/2024)	Haywards Heath - Bentswood and Heath West	History – previously seen at Planning Committee 8th July 2024 HHTC comments were 'No comment'
DM/24/1830	15 Portsmouth Lane, Haywards Heath, RH16 1SE Two storey rear extension	Haywards Heath – North East	History - Proposed 2 storey side extension, single storey rear extension. New gables over existing dormers and new porch canopy. Ref. No: DM/22/0850 Status: Refused. HHTC comments were 'no comment'
DM/24/1707	15 Portsmouth Lane, Haywards Heath, RH16 1SE Proposed triple garage.	Haywards Heath – North East	History - Proposed new garage. Ref. No: DM/22/2162 Status: Refused. HHTC comments were to 'support' this application. Full comment available on the MSDC Planning register.
DM/23/3105	Land Off Turners Mill Road, Turners Mill Road, Haywards Heath West Sussex 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	Haywards Heath – North West	History – last seen at Planning Committee 2 nd January 2024 were HHTC Objected to the application. Full details can be found on the MSDC planning register

	and amended Plot 16 plans received 18/6)		
DM/24/1857	15 Norris Lane, Haywards Heath West Sussex RH17 5ND Conversion of detached garage into part office/play space and part storage	Haywards Heath – North West	No relevant planning history. No comment.
DM/24/1880	9 Wickham Close, Haywards Heath West Sussex RH16 1UH Propose to demolish the existing rear extension and replace with a larger single storey rear extension	Haywards Heath - North East	No comment.
DM/24/1985	Land Outside 65 Sheppeys, Haywards Heath, West Sussex RH16 4NR Sweet Chestnut - Heavy crown / Height reduction / Pollard by approx 3-4m back to suitable live growth points and crown lift 4m all aspects	Haywards Heath - Ashenground	Suggest defer to MSDC tree officer.
DM/24/1905	Land Between Sussex Gardens, Haywards Heath, West Sussex RH17 7SU (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.	Haywards Heath-Frankland's	Suggest defer to MSDC tree officer.
DM/24/1922	Birch House, Lewes Road Haywards Heath West Sussex Sycamore - Thinning by 20% to reduce crown weight and increase light	Haywards Heath - Franklands	Suggest defer to MSDC tree officer.
DM/24/1834	Brabourne, College Road, Haywards Heath, West Sussex RH16 1QS Hip-to-gable roof conversion with associated rear facing dormer extension. New rooflights to front roof pitch.	Haywards Heath – North East	No previous planning history. Neighbour has concerns over loss of light.