



HAYWARDS HEATH TOWN COUNCIL

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9th April, 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, 15th April 2024 at 7:30pm** in the Council Chamber, 40 Boltro Road, 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, 25th March 2024.
3. To note Substitutes.
4. To receive Declarations of Interest from Members in respect of any matter on the agenda.
5. To note any appeals lodged and appeal decisions made, to note any licensing applications.
6. To receive planning decisions made by MSDC.
7. To consider planning applications for comments and observations to be submitted to Mid Sussex District Council (MSDC).
8. To consider any items that the Chair agrees to take as urgent business.

*'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.'*

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

Haywards Heath Town Council

Minutes of the Planning Committee Meeting held on 25th March 2024, commencing at 07.30 pm.

Present

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

* Absent

**Apologies

130 Apologies

The following apology was received:

Member	Reason for Absence
Cllr Pascoe	Long-standing personal commitment

131 Minutes

The minutes of the meeting held on Monday, 4th March 2024 were taken as read, confirmed as a true record and duly signed by the Chair.

132 Substitutes

There were none.

133 Members Declaration of Interest

Cllr Bashar made the following declaration.

"I declare a personal interest in all planning applications under agenda item 7 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 5 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."

There were no other declarations of interest.

134 Planning Appeals

Members noted that the following appeals pertaining to HHTC had been lodged with MSDC:

Date Lodged & References	Site	Description
28/02/2024 AP/24/0019 (DM/21/3875 Refers)	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. (Amended plans 18.05.2022, Amended plan and additional information submitted 28.06.2022 Ground Level Tree Assessment received 12/10/2022, Amended Plans 17.03.2023 to change design
13/03/2024 AP/24/0021 (DM/23/1272 Refers)	47 Lucastes Avenue	Retrospective application for proposed new decking in rear garden at 47 Lucastes Avenue.

135 Licensing Applications

Members noted that the following licensing application pertaining to HHTC had been lodged with MSDC:

App no	Date received	Application Type	Applicants	Premises Address	Variation Yes/No	Nature of Application	Latest date for representations to be made
LI/24/0285	08/03/2024	Premises	Select Service Partner Ltd	Café Local Platforms 1-2 & Pumpkin Platforms 3-4, Haywards Heath Railway Station	Yes	Change of trading name & amend plan of premises on platforms 1&2. Vary the hours for sale of alcohol for both premises.	05/04/2024

136 Planning decisions from Mid Sussex District Council.

Members noted the following decisions.

Application Ref	Address	Agenda Date	HHTC Comment	MSDC Decision
DM/23/3163	40 Allen Road, RH16 3PT	22/01/2024	No Comment	Permitted

DM/23/3179	Haywards Health & Beech Hurst Bowls Club, Haywards Heath	12/02/2024	No Comment	Permitted
DM/24/0005	23 Bolnore Road, RH16 4AB	22/01/2024	No Comment	Permitted
DM/24/0044	15 Maryland, RH16 3JZ	12/02/2024	No Comment	Permitted
DM/24/0082	40 Allen Road, RH16 3PT	12/02/2024	No Comment	Permitted
DM/24/0138	Braybells, Hurstwood Lane	12/02/2024	No Comment	Permitted
DM/24/0245	62 Lewes Road, RH17 7SN	12/02/2024	Defer to the opinion of the MSDC Tree officer	Permitted
DM/24/0336	21 Edward Road, RH16 4QJ	04/03/2024	No Comment	Permitted
DM/24/0391	18 priory Way, RH16 3LT	04/03/2024	Defer to the opinion of the MSDC Tree Officer.	Permitted
DM/24/0441	Rezvan, 48 Lucastes Avenue	04/03/2024	Defer to the opinion of the MSDC Tree Officer	WITHDRAWN
DM/24/0442	Rezvan, 48 Lucastes Avenue	04/03/2024	Defer to the opinion of the MSDC Tree Officer	Permitted

137 Comments and Observations on Planning Applications

Members made comments and observations on 22 planning applications as per Appendix 1 attached.

138 Items Agreed as Urgent by the Chair

There were none.

The meeting closed at 7:34pm.

Appendix 1

Planning Applications Received Week 1

Application Reference	Address/Description	Ward	Comments
DM/24/0003	<p>1 Norton Lees, 9 Oathall Road, Haywards Heath</p> <p>Retrospective application for a garden office. Amended Plans showing external air conditioning unit on south west elevation, received on 28.02.2024.</p>	Haywards Heath - Bentswood And Heath West	The Town Council notes the submission of amended plans showing an external air conditioning unit on the south-west elevation (received by Mid Sussex District Council on 28/02/2024) and has no comment to make.
DM/24/0103	<p>21 Blenheim Mews, Southdowns Park, Haywards Heath</p> <p>First Floor - Removal of existing balustrading and installation of new full height stud partitions to create 2 habitable bedrooms on the existing gallery landing. High level glazed slot windows to help light the new void. New doors leading from existing landing. Ground floor - New stud wall partition to create lobby porch from main front door. High level arched slot window, arched window to side, maintaining original arch wall feature into kitchen. New door leading to existing stepped landing.</p>	Haywards Heath - Franklands	No comment.
DM/24/0436	<p>Sussex Police Authority, Haywards Heath Police Station, Bolnore Road, Haywards Heath</p> <p>Lime Species (G1) - Remove of prolific basal and epicormic growth on all trees by up to 2.5m</p>	Haywards Heath - Lucastes And Bolnore	The Town Council defers this decision to Mid Sussex District Council's Tree Officer.
DM/24/0449	<p>Beechfield, 25 Bolnore Road, Haywards Heath</p> <p>Installation of 2x single sided post mounted directional signs, 2x sets of individual letters and 1x wall mounted entrance sign.</p>	Haywards Heath - Lucastes And Bolnore	No comment.
DM/24/0458	<p>68 Sunnywood Drive, Haywards Heath</p> <p>Demolition of existing garage and erection of rear/side ground and lower floor extension.</p>	Haywards Heath - Ashenground	No comment.
DM/24/0463	<p>145 Priory Way, Haywards Heath</p>	Haywards Heath - Bentswood And Heath East	No comment.

	Proposed single storey side extension and rear landscaping.		
DM/24/0511	Brambletyne, 5 The Rushes, Haywards Heath Oak Tree (T2) - Reduce height by 2-2.5m to match previous reduction points leaving finished height of approx 16m. Reduce lateral growth to the South West by 2-2.5m leaving approx 4-5m.	Haywards Heath - Franklands	The Town Council defers this decision to Mid Sussex District Council's Tree Officer.

Planning Applications Received [Week 2](#)

Application Reference	Address/Description	Ward	Comments
DM/24/0136	106 Franklynn Road, Haywards Heath, RH16 4DR Proposal to drop a kerb to provide access to existing driveway and garage. Amended plans received 16.02.2024 and 06.03.2024 showing revised position of dropped kerb.	Haywards Heath - Ashenground	The Town Council notes the submission of amended plans showing another revised position for the dropped kerb/crossover (received by Mid Sussex District Council on 16/02/2024 and 06/03/2024) and has no comment to make.
DM/24/0144	65 Harlands Road, Haywards Heath, RH16 1LU Single storey rear extension and part conversion of garage to habitable accommodation. (Revised plans received 27.02.2024)	Haywards Heath - Lucastes And Bolnore	The Town Council notes the submission of revised plans showing slate roofing tiles instead of a metal standing seam roof (received by Mid Sussex District Council on 27/02/2024) and has no comment to make.
DM/24/0491	35 Marlow Drive, Haywards Heath, RH16 3SR Oak Tree (T1) - Reduce Crown by approx 2-3 metres.	Haywards Heath - Franklands	The Town Council defers this decision to Mid Sussex District Council's Tree Officer.
DM/24/0510	Homestead, College Road, Haywards Heath, West Sussex Demolition of existing rear kitchen extension, proposed single storey rear and side extension, and part garage conversion, together with associated internal and external alterations	Haywards Heath - North East	No comment.
DM/24/0551	Witts End, Franklands Village, Haywards Heath, West Sussex Ash tree- remove. Hawthorn - remove.	Haywards Heath - Franklands	The Town Council defers this decision to Mid Sussex District Council's Tree Officer.

DM/24/0572	34 Lucastes Road, Haywards Heath, RH16 1JW Row of 6 Lawson Cypress trees - reduce by 2-3 metres off the tops. Ash tree - raise canopy by 3m - 4m and remove ivy.	Haywards Heath - Lucastes And Bolnore	The Town Council defers this decision to Mid Sussex District Council's Tree Officer.
DM/24/0581	100 Penland Road, Haywards Heath, RH16 1PH Variation of condition 2 relating to planning application DM/23/1255.	Haywards Heath - North Central	No comment.

Planning Applications Received [Week 3](#)

Application Reference	Address/Description	Ward	Comments
DM/24/0200	93 Edward Road, Haywards Heath, RH16 4QW Roof extension over existing side extension.	Haywards Heath - Ashenground	No comment.
DM/24/0370	77 Highbank, Haywards Heath, RH16 4TT Garage conversion.	Haywards Heath - Lucastes And Bolnore	No comment.
DM/24/0457	68 Sunnywood Drive, Haywards Heath, RH16 4PB Demolition of existing garage and erection of rear/side ground floor and lower floor extension.	Haywards Heath - Ashenground	No comment.
DM/24/0501	5 Drummond Close, Haywards Heath, RH16 4DB T1 Hornbeam - Prune stem overhanging 7 Drummond Close by 2-3m. T2 Hawthorn - Crown reduce by 2m. T3 Hazel (12 stems) - Coppice to ground level by 4m. T4 Hornbeam - Crown reduce by 2-3m. T5 Holly - Reduce laterally by 2m. T6 Hornbeam - Reduce crown by 2-3m. T7 Hornbeam (2 stems) - Reduce crown by 2-3m. T8 Hornbeam (2 stems) - Reduce crown by 2-3m. T9 Hornbeam (3 stems) - Crown reduce by 2-3m. T10 Oak - Reduce crown by 2-3m and remove deadwood. T11 Willow (2 stems) - Remove dead south stem, remove top of north stem and 2 declining branches, prune remaining	Haywards Heath - Ashenground	The Town Council defers this decision to Mid Sussex District Council's Tree Officer.

	branches by 2m. G2 Group of Laurel - Brush cut		
DM/24/0604	7 Oldfield Drive, Haywards Heath, RH17 7TF T1 Oak - Removal of 3 lowest limbs.	Haywards Heath - Franklands	The Town Council defers this decision to Mid Sussex District Council's Tree Officer.
DM/24/0606	84 Edward Road, Haywards Heath, RH16 4QF Proposed garage conversion to an office/gym room.	Haywards Heath - Ashenground	No comment.
DM/24/0619	Bus Shelter 4806 0029 Adjacent To 76 To 78 South Road Haywards Heath West Sussex Double-sided digital advertising unit within new 4 bay bus shelter, at departure end. The current two bus shelters both with two paper panels will be removed.	Haywards Heath - Ashenground	No comment.
DM/24/0662	122 Barnmead, Haywards Heath, RH16 1XA Front extension to the residential property to increase the size of the kitchen and part conversion of the existing garage to provide a utility and storage space.	Haywards Heath - North Central	No comment.

Planning decisions received from Mid Sussex District Council

Application Ref	Address	Agenda Date	HHTC Comment	MSDC Decision
DM/23/1860	Lanf Adj to North Collwell Barn	26/11/2024	Object	Refuse
DM/23/3016	8 Orchard way. RH16 1UX	12/02/2024	No Comment	Permitted
DM/24/0003	1 Norton Lees, 9 Oathall Road	25/03/2024	No Comment	Permitted
DM/24/0218	Rezvan 48 Lucastes Avenue	04/03/2024	No Comment	Permitted
DM/24/0254	35 Balcombe Road	04/03/2024	No Comment	Permitted
DM/24/0331	104 America Lane, RH16 3QF	04/03/2024	No Comment	Permitted
DM/24/0362	18 Old Wickham Lane	04/03/2024	No Comment	Permitted
DM/24/0426	15 Willow Park	04/03/2024	Defer to Tree Office	Permitted
DM/24/0463	145 Priory Way, RH16 3NS	25/03/2024	No Comment	Permitted
DM/24/0501	5 Drummond Close, RH16 4DB	25/03/2024	Defer to tree officer	Permitted
DM/24/0511	Brambletyne, 5 The Rushes	25/03/2024	Defer to tree officer	Permitted
DM/24/0551	Witts End, Franklands Village	25/03/2024	Defer to tree officer	No Objection
DM/24/0572	34 Lucastes Road	25/03/2024	Defer to tree officer	No Objection

Planning Applications Received Week 1

Application Reference	Address/Description	Ward	Comments
DM/24/0371	23 Highland Road, Haywards Heath, RH16 4DP Single storey outbuilding.	Haywards Heath - Ashenground	No previous planning history.
DM/24/0668	19 South Road, Haywards Heath, RH16 4YY Replace 1no. Projecting signage with new 500mm. Replace 1no. Fascia and 1no. Logo with 1no. New blue fascia & 1no. New 290mm logo height. Replace 1no. ATM surround and decals with new. Install new internally applied vinyl window message "A good way to bank." Replace internally installed safety manifestation with new. Re-spray shopfront frames to match existing with like for like.	Haywards Heath - Ashenground	New signage to reflect new branding.
DM/24/0685	Independent Advanced And Clear Ltd First Floor Front Suite 38 - 42 South Road Haywards Heath Retrospective application for window decals that cover 8 windows on the 1st floor, facing the high street.	Haywards Heath - Ashenground	No comment.
DM/24/0699	1A Little Bentswood, Haywards Heath, RH16 3HF Variation of condition 13 of planning application 13/00143/FUL - Substitution of approved drawings with a revised proposal drawing incorporating selected non-material and minor material amendments to the approved scheme.	Haywards Heath - Bentswood And Heath East	This application is submitted seeking eight non- and minor-material amendments to the scheme approved under 13/00143/FUL in 2013.
DM/24/0727	38 And 40 Lucastes Avenue, Haywards Heath, RH16 1JY Ash Tree (T1) - Two Lowest Branches cut by 5 metres, Ash Tree (T2) - Removal of weighted branch and clear Ivy. Hawthorne Tree (T3) Crown Reduction of 2 metres and removal of Ivy.	Haywards Heath - Lucastes And Bolnore	Suggest defer to the opinion of the MSDDC Tree Officer.
DM/24/0746	8 Lucastes Road, Haywards Heath, RH16 1JL	Haywards Heath - Lucastes And Bolnore	Suggest Defer to the opinion of the MSDC Tree Officer.

	T8 Cherry - Reduce crown by approximately 3 metres.		
DM/24/0773	10 Hardham Close, Haywards Heath, RH16 4UF Proposed single storey side extension.	Haywards Heath - Franklands	No relevant planning history.

Planning Applications Received [Week 2](#)

Application Reference	Address/Description	Ward	Comments
DM/24/0306	15 Western Road, Haywards Heath, RH16 3LR Proposed ground floor side and rear extension (Amended block plan received 27.03.2024)	Haywards Heath - Bentswood And Heath East	Last seen at 4 March 2024 Planning where HHTC comments were 'No Comment'.
DM/24/0709	2 West Common, Lindfield, Haywards Heath The demolition of detached garage and substandard lean-to extension elements to the rear of the main house and the construction of new single storey rear extension and two story side extension	Haywards Heath - Bentswood And Heath East	History- Demolish existing garage and proposed double storey side extension. Ref. No: DM/17/4356 Status: Permission. HHTC comments were 'No Comment'.
DM/24/0793	Joan Nightingale House, Land Near 11 Ferny Croft And Land To The East Of 1-12 Henry House Bolnore Road Haywards Heath Cherry Tree (T4) - fell . Oak Trees x3 (T1,T2 and T3 Joan Nightingale House) Reduce back lateral branches by a maximum of 2m to an approximate height of 5m. Group of Limes - (Land to the East of 1-12 Henry House) - Remove all basal growth and crown lift to height of approx 6m. Ash trees - (Land Near Ferny Croft) - Fell	Haywards Heath - Lucastes And Bolnore	Suggest defer to the opinion of the MSDC Tree Officer.

Planning Applications Received [Week 3](#)

Application Reference	Address/Description	Ward	Comments
DM/24/0766	19 Sandrocks Way, Haywards Heath, RH16 4JL Demolition of a double garage and construction of a two storey dwelling.	Haywards Heath - Ashenground	History -Demolition of a double garage and construction of a detached two storey 4-bedroom dwelling Ref. No: DM/22/2653 Status: Approved. HHTC

			OBJECTED to this application.
DM/24/0798	1 Oathall Avenue, Haywards Heath, RH16 3ES Proposed first floor rear extension. Solar panels to south facing roof pitch.	Haywards Heath - Bentswood And Heath East	No relevant planning history.
DM/24/0812	Shangri La, Queens Road, Haywards Heath, West Sussex Variation of condition 2 in relation to DM/21/3202 - amendments comprise alterations to internal layout of the site to reconfigure parking provision and position to serve the 2 no. new dwellings.	Haywards Heath – North Central	Taken from the Planning Statement 'The approved scheme was granted permission for a triple bay garage, with parking to the front and an additional parking space; totalling 7 No. parking spaces for the two detached dwellings. The garaging has been omitted from the proposals; with 5 No. parking spaces now being proposed to serve the two dwellings.'
DM/24/0819	C. N. Guy And Son, 11 Sussex Road, Haywards Heath, West Sussex Renovation of first floor above butcher's shop Class E, including loft conversion to create a two bed maisonette Class C3 and creation of rear staircase to first floor.	Haywards Heath - Ashenground	No recent planning history.