



**HAYWARDS HEATH
TOWN COUNCIL**

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15th October 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 21st October 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, 30th 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 receive planning decisions made by MSDC.
8. To consider planning applications for comments and observations to be submitted to Mid Sussex District Council (MSDC).
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 30th September 2024, commencing at 07:00pm.

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

62 Apologies

There were no apologies to note.

63 Minutes

The minutes of the meeting held on Monday, 9th September 2024 were taken as read, confirmed as a true record and duly signed by the Chair.

64 Substitutes

There were none.

65 Public Forum

There were no members of the public present.

66 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 Murray declared a personal interest in application reference DM/24/2130 – 30 Quarry Hill – on account of the property being located opposite his own. (It should be noted that the application had not been flagged for in-depth discussion but if it had been, Cllr Murray would not have participated in any decision-making or vote.)

67 Planning Appeals

Members noted that no appeals pertaining to HHTC had been lodged or decided.

Licensing Applications

Members noted that no licensing applications pertaining to HHTC had been received.

68 Comments and Observations on Planning Applications

Members made comments and observations on 19 Planning Applications as per Appendix 1 attached.

69 Consultation on Proposed Traffic Regulation Order (TRO) at Junction of Selby Court with Ashenground Road

Members had been provided with a copy of West Sussex County Council's (WSSC) proposals to make a permanent TRO to prohibit waiting at any time (introduce double yellow lines) at the junction of Selby Court with Ashenground Road. This had come about following the successful conclusion of a Community TRO application, which had been initiated by Councillor Ellis and subsequently accepted by WSSC. At the meeting of the Planning Committee on 7 May 2024, Members had resolved to support the application.

With this information to hand, Members **RESOLVED** to support the making of a permanent TRO.

70 Items Agreed as Urgent by the Chair

There were none.

The meeting closed at 7:50pm.

Appendix 1

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</p>	Franklands	The Town Council defers this decision to Mid Sussex District Council's Tree Officer.

	Sycamore: reduce height by 50% from 10 metres to 5 metres. T6 Common Walnut: fell		
DM/24/2063	47 Wivelsfield Road, Haywards Heath, RH16 4EN 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).	Ashenground	Given the number of proposals that were submitted for this site before planning permission was finally granted for the construction of a 2-bedroom dwelling, the Town Council is extremely disappointed and frustrated by the submission of this retrospective application. Whilst recognising that the principle of development is well-established, the Town Council OBJECTS to the application and reiterates the comments that were submitted for application reference DM/22/0841.
DM/24/2130	30 Quarry Hill, Haywards Heath, RH16 1NQ Variation of Condition 3 relating to planning reference DM/22/1562.	Lucastes & Bolnore	No comment.
DM/24/2138	Birchen Lane, Haywards Heath, RH16 1RY Multiple works to trees down both sides of Birchen Lane - See schedule of works.	North East	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/24/0847	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.	Franklands	The Town Council notes the submission of additional supporting plans and a Heritage Statement (received by Mid Sussex District Council on 28/08/2024). Whilst Members have no specific comments to make regarding these additional documents, they do wish to reinforce their stance on the situation with the trees as follows:

			<ol style="list-style-type: none"> 1. a Landscaping Plan must be submitted as a condition; 2. the Arboricultural Impact Assessment, Method Statement and Tree Protection Plan must be conditioned; 3. all replacement trees must be native specimens and of significant maturity in order to give them the best chance of survival. <p>Previous comments – submitted on 16/05/2024 – were as follows:</p> <p>'The Town Council appreciates the applicants' proposals to enhance and preserve this listed building and grounds. Members do have some concerns about:</p> <ol style="list-style-type: none"> 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	<p>Colwell House, 108 Lewes Road, Haywards Heat, West Sussex</p> <p>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</p>	Franklands	<p>The Town Council notes the submission of additional supporting plans and a Heritage Statement (received by Mid Sussex District Council on 28/08/2024). Whilst Members have no specific comments to make regarding these additional documents, they do wish to reinforce their stance on the situation with the trees as follows:</p> <ol style="list-style-type: none"> 1. a Landscaping Plan must be submitted as a condition;

			<p>2. the Arboricultural Impact Assessment, Method Statement and Tree Protection Plan must be conditioned;</p> <p>3. all replacement trees must be native specimens and of significant maturity in order to give them the best chance of survival.</p> <p>Previous comments – submitted on 16/05/2024 – were as follows:</p> <p>'The Town Council appreciates the applicants' proposals to enhance and preserve this listed building and grounds. Members do have some concerns about:</p> <p>a) how the works might change the character of the property, and</p> <p>b) the removal of trees, but they trust that Mid Sussex District Council's Conservation Officer will provide pertinent feedback and advice.'</p>
DM/24/1587	<p>2 Diamond Cottages, St Johns Road, Haywards Heath, West Sussex</p> <p>Proposed single storey extension at rear and small dormer to rear loft.</p>	Ashenground	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/24/2145	<p>24 Church Avenue, Haywards Heath, West Sussex, RH16 1ED</p> <p>New window to front elevation on the first floor.</p>	North Central	No comment.
DM/24/2147	<p>59 Vale Road, Haywards Heath West Sussex RH16 4JF</p> <p>Proposed loft conversion</p>	Ashenground	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/24/2150	<p>Muster House, 12 Muster Green North, Haywards Heath West Sussex</p>	Lucastes & Bolnore	The Town Council defers this decision to Mid Sussex

	4 x Maple, to remove.		District Council's 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).	Ashenground	No comment.
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.	Franklands	The Town Council defers this decision to Mid Sussex District Council's 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 comment.
DM/24/1997	11 Harvesters, RH16 4JX Proposed first floor side extension (Certificate B 17.09.2024).	Ashenground	No comment.
DM/24/2121	98A South Road, RH16 4LJ Proposed shop front replacement.	Ashenground	No comment.
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	No comment.
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	The Town Council defers this decision to Mid Sussex District Council's Tree Officer.
DM/24/2275	48 Wood Ride, RH16 4NJ Proposed single storey timber-framed garden room.	Ashenground	No comment.
DM/24/2279	Tesco Express, Unit D The Orchards	Ashenground	No comment.

	Proposal to install 6x fascia signs, 1x projection sign, 8x vinyl signs.		
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ITEM 6

NOTIFICATION OF APPEALS LODGED WITH THE PLANNING INSPECTORATE

Date Lodged	References	Site	Description	Appellant	Committee/ Delegated Decision	Procedure
04/10/2024	AP/24/0050 APP/D3830/W/24/3350655 (DM/23/0762 refers)	Land opposite 10 Bridgers Mill HAYWARDS HEATH	Proposed detached, chalet-style, three-bed dwelling house. Sequential Test submitted 06/07/2023.	Mr Jeffrey Boardman	Delegated	Written Representation

**LICENSING TEAM – LICENSING ACT 2003
WEEK COMMENCING DD MONTH YYYY**

Should you require further details on any application please contact us: Licensing@midssussex.gov.uk

App no.	Date Received	Application Type ie. Premises, Club	Applicants	Premises Address	Variation Yes/No	Nature of Application /Nature of variation required	Latest date for representations to be made. Within 28 consecutive days (Within 10 working days for minor variations)

There are no licensing applications for the weeks commencing 23 September, 30 September and 7 October 2024.

Planning decisions received from Mid Sussex District Council

Application Ref	Address	Agenda Date	HHTC Comment	MSDC Decision
DM/24/0813	Shangri La, Queens Road, RH16 1EE	28/05/2024	No comment	Permitted
DM/24/1249	Amenity Land at Troon Court, Iona Way	09/09/2024	Defer to the opinion of the MSDC Tree Officer	Permitted
DM/24/1419	2 Lucas Way, RH16 1JR	08/07/2024	No Comment	Permitted
DM/24/1428	19 Wealden Way, RH16 4AF	19/08/2024	No comment	Permitted
DM/24/1496	95 Eastern Road, RH16 3NQ	29/07/2024	No Comment	Permitted
DM/24/1661	57 Franklands Road, RH16 4DS	29/07/2024	No Comment	Permitted
DM/24/1702	Sussex House, Perrymount Road, RH16 1DN	29/07/2024	No Comment	Prior approval granted
DM/24/1707	15 Portsmouth Lane, RH16 1SE	19/08/2024	Object	Permitted
DM/24/1729	Doric, 4 Fox Hill, RH16 4QZ	29/07/2024	No comment	Permitted
DM/24/1880	9 Wickham Close, RH16 1UH	19/08/2024	No comment	Permitted
DM/24/1895	Land outside 665 Sheppeys, RH16 4NR	19/08/2024	Defer to the opinion of the MSDC Tree Officer	Permitted
DM/24/1905	Land between Sussex Gardens, RH17 7SU	19/08/2024	Defer to the opinion of the MSDC Tree Officer	No objection
DM/24/1942	Franklands Village	09/09/2024	Defer to the opinion of the MSDC Tre Officer.	No objection
DM/24/1958	28 Lucastes Avenue, RH16 1JX	09/09/2024	Defer to the opinion of the MSDC Tree Officer.	No objection
DM/24/2023	1 Lucastes Road, RH16 1JJ	09/09/2024	Defer to the opinion of the MSDC Tree Officer	No objection.

Planning Applications Received Week 1

Application Reference	Address/Description	Ward	Comments
DM/24/2283	114 Hoblands Proposed single storey side extension.	Franklands	Proposed Lawful Development Certificate.
DM/24/2297	46 Lewes Road Variation of condition no. 2 relating to planning application DM/23/1640 – to allow amendments to the approved plans.	Franklands	
DM/24/2300	15 Lewes Road Tree to be felled due to disease (ash dieback).	Franklands	Tree in a Conservation Area. Suggest defer to the opinion of the MSDC Tree Officer.
DM/24/2307	25 Wealden Way Proposed gym in existing garage.	Lucastes & Bolnore	
DM/24/2336	9 Aster Way Proposed single storey rear extension.	North West	Proposed Lawful Development Certificate.

Planning Applications Received Week 2

Application Reference	Address/Description	Ward	Comments
DM/24/1638	Quillet, Franklands Village T1 - Robinia pseudoacacia – removal; T2 -Yew – crown reduction by 1–2m; T3 - Hawthorne Scrubs x 4 – removal; T4 - Holly x 2 – removal.	Franklands	Trees in a Conservation Area. Suggest defer to the opinion of the MSDC Tree Officer.
DM/24/2214	Lingworth, 17 Oathall Road Change of use from dwelling (Use Class C3) to care home (Use Class C2) including erection of side and rear extensions to the main building and roof extension above existing garage to the coach house.	Bentswood & Heath West	
DM/24/2277	Bolnore Village Primary School, Updown Hill Single storey modular building to be used as an overflow classroom.	Lucastes & Bolnore	

Application Reference	Address/Description	Ward	Comments
DM/24/2352	<p>Southside, 16 Paddockhall Road</p> <p><u>In back garden:</u> T1 - Maple – reduce by approximately 2m to previous pruning points; T2 - Cherry – reduce by approximately 2m to previous pruning point; T3, T4 & T5 - Maples – reduce by approximately 2m to previous pruning points.</p> <p><u>Front garden:</u> T6 - Yew – raise canopy by 2m and reduce lateral branches by 1.5m; T7 - Silver Birch – raise canopy by 3m from ground level.</p>	Lucastes & Bolnore	Trees in a Conservation Area. Suggest defer to the opinion of the MSDC Tree Officer.
DM/24/2354	<p>2 George Avenue</p> <p>Proposed rear single storey extension and relocation of existing steps and gate garden entrance.</p>	Franklands	
DM/24/2365	<p>Trees at and adjacent to Woodlands, 19 The Droveaway</p> <p>(T1) Oak tree – reduce crown by 2m; (T2) Hornbeam tree – fell to ground level.</p>	Lucastes & Bolnore	Suggest defer to the opinion of the MSDC Tree Officer.

Planning Applications Received [Week 3](#)

Application Reference	Address/Description	Ward	Comments
DM/24/2006	<p>50 Lewes Road</p> <p>Proposed detached garage.</p>	Franklands	
DM/24/2433	<p>Gresham Dental Practice Butlers Green Road</p> <p>T1 Beech: reduce the canopy by 2.0m.</p>	Lucastes & Bolnore	Suggest defer to the opinion of the MSDC Tree Officer.
DM/24/2434	<p>17 Chandlers Field Drive</p> <p>Conversion of garage into an additional room to use as a home office and gym. Replacement of garage door with a single window to match existing windows.</p>	Lucastes & Bolnore	
DM/24/2453	<p>Winkfield Court Boltro Road</p> <p>Sycamore Tree (T25) - Fell</p>	Lucastes & Bolnore	Suggest defer to the opinion of the MSDC Tree Officer.
DM/24/2472	<p>Orchard Cottage 66 Oathall Road</p> <p>Yew Tree: Fell</p>		Suggest defer to the opinion of the MSDC Tree Officer.