



**HAYWARDS HEATH
TOWN COUNCIL**

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28th January 2025

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 3rd February 2025 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 13th January 2025.
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 (MSDC).
8. To receive a report on a requested Traffic Regulation Order.
9. To consider planning applications for comments and observations to be submitted to 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, N Chapman, R Cromie, B King, A Platts, 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 13th January 2025, commencing at 7:00pm.

Present

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

Also present: Town Clerk, Committee Clerk

*Absent

**Apologies

99 Apologies

Member	Reason
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100 Minutes

The minutes of the meeting held on Monday, 2nd December 2024 and the decisions of the cancelled Planning Committee due to be held on Monday 23rd December 2024 were taken as read, confirmed as a true record and duly signed by the Chair.

101 Substitutes

There were none.

102 Public Forum

There were two members of the public present – both representatives of Haywards Heath Cricket Club, who play in Clair Park.

One representative spoke for three minutes. He spoke about concerns regarding the proximity of the new proposed Aldi to the cricket field at Clair Park and highlighted the need to focus on safety regarding cricket balls. He stressed that the Cricket Club, which is large community asset with over 350 juniors and multiple adult teams, were not opposed to the application and had already spoken to Aldi about their safety concerns. Stray cricket balls land in the office car park that currently occupies the proposed site multiple times a match, but these are predominantly played at weekends when the car park is empty. However, this wouldn't be the case if the proposals go ahead as the supermarket car park will be busy at weekends. The proposal also indicates a small loss of trees and shrubbery in an area where cricket balls currently land a lot. He said that there is currently netting at the north end of Clair Park which protects the properties on Park View and the Club would like to see similar safety netting erected on the Aldi site. He also said that he was concerned about there being sufficient parking at the Aldi store as if this spills over into the Clair Hall site this will impact people using the Cricket Club and Clair Park.

The second representative reiterated these concerns and said that the proposed Aldi car park sits close to the 'Cow Corner' area of the cricket field. Currently balls go into this area at least 5 times a day if not up to 15 times. He said that as well as a safety concern there is an insurance concern as

the Cricket Club, which is run by volunteers cannot be liable for any harm or damage occurring on the proposed Aldi site as this would put the Club at risk of closure.

103 Members Declaration of Interest

Cllr A Platts sits on Mid Sussex District Council's Licensing Committee and Cllr A Bashir sits on Mid Sussex District Council's Planning Committee. Due to new guidance received from the Monitoring Officer, the Town Clerk advised that they should not make any decisions or vote on any application, so that they retain their ability to vote at District Licensing and Planning meetings, respectively.

104 Planning Appeals

Members noted that there were no appeal decisions pertaining to Haywards Heath.

Licensing Applications

Members noted that there were no licensing applications pertaining to Haywards Heath.

105

Planning decisions from Mid Sussex District Council.

Members noted the following decisions:

Application Ref	Address	Agenda Date	HHTC Comment	MSDC Decision
DM/24/2089	Haywards Heath Police Station, Bolnore Road	02/12/2024	Defer to the MSDC tree officer.	Consents
DM/24/2152	2-8 Sussex Road, RH16 4EA	30/09/2024	No comment.	<p>Prior Approval Refused due to:</p> <ul style="list-style-type: none"> - No details being provided about potential asbestos contamination - No flood risk assessment provided <p>Uncertainty over whether the flats would receive adequate natural lighting</p>
DM/24/1901	68 Sydney Road, RH16 1QA	09/09/2024	No comment.	Refused due to: The extension would have an overbearing and dominant

				relationship which is out of keeping with the character and appearance of the house, the villa pair of which it is part and the wider Conservation Area
DM/24/2597	Brabourne, College Road	11/11/2024	Lawful Development Certificate is a legal matter - the Council defers the decision to Mid Sussex District Council.	Certificate for Lawful Development (Proposed) – Approved
DM/24/1802	Barn Cottage Pavillion, Barn Cottage Lane	02/12/2024	The Council urges that the project be commenced swiftly due to the much-needed redevelopment of a community building in the Bentswood Ward.	Permitted
DM/24/2836	10 Oathall Road, RH16 3EA	Due to be discussed 23/12/2024	-	Application Withdrawn
DM/24/2863	2 Diamond Cottages, RH16 2QE	Due to be discussed 23/12/2024	-	Application Invalid
DM/24/2907	Land Adjacent to 2 and 4 Fairford Close, RH16 3EF	23/12/2024	Defer to MSDC tree officer.	No Objection
DM/24/2987	Cameron House, 60A Lewes Road	23/12/2024	Defer to MSDC tree officer.	No Objection
DM/24/2578	70 Sydney Road, RH16 1QA	23/12/2024	No comment	Permitted

106 Comments and Observations on Planning Applications

Please note that Cllr A Platts and Cllr A Bashar did not vote on any planning application decisions.

Members made comments and observations on 5 Planning Applications as per Appendix 1 attached.

107 Items Agreed as Urgent by the Chair

There were none.

The meeting closed at 7:52pm.

Planning Applications Received **Week 1**

Application Reference	Address/Description	Ward	Comments
DM/24/3077	<p>Sussex House, Perrymount Road Demolition of the existing buildings and construction of a new food store (Use Class E(a)), with access, car and cycle parking, landscaping and associated works</p>	Bentswood and Heath West	<p>The Council supports this application and acknowledges that this proposal complies with the Haywards Heath Neighbourhood Plan, which promotes the best use of brown field sites in the Town Council's designated Town Centre, for economic restoration.</p> <p>However, it wishes to make the following comments:</p> <p>There is uncertainty about the Section 106 Contributions that this store would make to the Town Council and community.</p> <p>There is a safety concern regarding the Cricket Club that plays on Clair Park which is adjacent to the proposed site. This Club is a community asset which has over 350 juniors and multiple adult teams. The office and car park currently situated on the site are empty at weekends when the Cricket Club plays and there is no risk of injury to people, however the proposed supermarket brings different weekend conditions. The Cricket Club are also concerned about the loss of green buffer between the Park and the proposed site</p>

			<p>which may exacerbate the problem. The Council would like to reiterate support for the Cricket Club's concerns and recommend that Aldi work with the Cricket Club to provide adequate safety netting around the site, as the Cricket Club cannot be liable for any harm or damage that may occur on the proposed Aldi site as this would put the Cricket Club at risk of closure.</p> <p>There is concern about the loss of the Post Office currently housed in the Budgens. Closure of this would leave only one Post Office for the whole of Haywards Heath, which the Council feels does not provide adequate facilities for the whole town.</p> <p>There is concern about the proposal exacerbating traffic on an already busy road. Haywards Heath train station, a Category B station and the second busiest in the South East is situated close to the proposed site. Although the proposal has included a Traffic Consultation there is concern that this has not gone far enough or looked at current traffic during the busiest time periods.</p>
DM/24/3095	6 Colwell Road, RH16 4ES Garage conversion and extension to create home office space in garden.	Ashenground	The Council supports the application, with the following comments:

			<p>The extended/converted garage should not be inhabited as a dwelling.</p> <p>There is concern about further development of this building – it should not be extended further.</p> <p>There is concern about parking - any development should keep the provision of parking from the Wivelsfield Road side.</p>
DM/24/3090	<p>Renniston, Rookery Way Proposal to remove a gate and replace with a window on the front elevation and replace an existing window with a door on the rear elevation. This is an application to establish whether the development is lawful. This will be a legal decision where the planning merits of the proposed use cannot be taken into account.</p>	Franklands	Legal matter – Defer to MSDC.

Planning Applications Received Week 2 – No Applications Received

Planning Applications Received Week 3

Application Reference	Address/Description	Ward	Comments
DM/24/2819	<p>32 Wood Ride, RH16 4NJ Proposed front and side two storey extension with raised decking to the rear.</p>	Ashenground	The Council supports the application but wishes to raise concerns about the loss of greenery and vegetation at the site.
DM/24/3127	<p>69 Gordon Road, RH16 1EL Proposed rear conservatory.</p>	North Central	No comment

ITEM 6

NOTIFICATION OF APPEALS LODGED/DECIDED WITH THE PLANNING INSPECTORATE

There were **no** appeals lodged or decided in the weeks commencing 6th January, 13th January and 20th January.

NOTIFICATION OF LICENSING APPLICATIONS RECEIVED

There were **no** licensing applications received in the weeks commencing 6th January, 13th January and 20th January.

ITEM 7**Planning decisions received from Mid Sussex District Council**

Application Ref	Address	Agenda Date	HHTC Comment	MSDC Decision
DM/24/2761	Church Corner House, Church Road	02/12/2024	No comment	Permitted
DM/24/2834	65 Penn Crescent, RH16 3HP	23/12/2024	The Town Council defers the decision to Mid Sussex District Council.	Certificate of Lawful Development given
DM/24/2863	12 Queens Road, RH16 1EB	02/12/2024	No comment	Permitted
DM/24/2511	Mid Sussex Islamic Centre, 19 Wivelsfield Road, RH16 4EF	23/12/2024	No comment	Permitted
DM/24/2569	Little Barn Hanlye Barn	11/11/2024	No comment	Permitted
DM/24/2593	6 Wythwood, RH16 4RD	23/11/2024	No comment	Permitted
DM/24/2785	10 Sergison Close, RH16 1HU	23/12/2024	No comment	Permitted
DM/25/0058	1 Lucastes Avenue, RH16 1JE	-	-	Approved (Non-material amendment to application DM/24/1027, discussed at 28/05/2024, HHTC made No Comment, and this was approved by MSDC on 14/06/2024)
DM/24/2879	17 Dellaney Way, RH16 3LX	23/12/2024	No comment	Permitted
DM/24/2366	50 Frankynn Road, RH16 4DH	23/12/2024	No comment	Permitted
DM/24/2921	3 Bramber Close, RH16 4AZ	23/12/2024	No comment	Permitted
DM/24/2923	86 Beech Hill, RH16 3TT	23/12/2024	No comment	Permitted
DM/24/2677	82 Middle Village, RH16 4GH	23/12/2024	No comment	Permitted
DM/24/2918	28 Fox Hill, RH16 4QZ	23/12/2024	No comment	Permitted

Committee: Planning Committee

Report of: Committee Clerk

Date: 3rd February 2025

Subject: Community Traffic Regulation Order Request

Purpose of Report:

1. The following reports seek support from the Town Council for the making of a Traffic Regulation Order.

Summary:

2. West Sussex County Council offer a scheme that allow residents to apply for a Traffic Regulation Order to support inconsiderate parking in their locality. To progress any application support and agreement need to be obtained from the Town/Parish Council then after review and technical consideration by highways officers sign off by the divisional West Sussex Councillor. The following report presents a request for support from residents in the area of Mayflower Road and Woodlands Road.

Recommendation(s):

To note the application to extend the existing double yellow lines on Mayflower Road at the junction with Woodlands Road.

Background

3. A Traffic Regulations Order (TRO) application has been made to to extend the existing double yellow lines that have been painted on the Mayflower Road at its junction with Woodlands Road.
4. The Highway Code, Code 243 - STATES:- DO NOT STOP OR PARK within 10 metres (32) feet of a junction.
5. Members will see from the photos in Appendix 1 that approaching this junction, from either direction, is hazardous. Cars and vans have parked in such a manor makes life difficult for emergency vehicles, dust carts and large lorries. You will see Cars have to approach this junction on the wrong side of the road to make the turning safely.

Financial Implications

6. None.

Legal Implications

- 5) None, consultation regarding a prescribed power held by a principal authority.

Committee Clerk

Appendix 1





Planning Applications Received Week 1

Application Reference	Address/Description	Ward	Comments
DM/25/0036	Lime Tree House, 21 Birchen Lane 4x Lime trees crown – reduce by 2-3m	North East	Defer to MSDC tree officer
DM/23/3195	Downlands Park Care Home, Bolnore Farm Lane, RH16 4BQ Variation of condition no 24 relating to planning application DM/20/4159 - to substitute amended plans for those approved under DM/20/4159. (Amended site plan received 18/12/24 revising location of car parking spaces)	Lucastes and Bolnore	<p>Previously discussed at planning on 22/01/2024. HHTC made the following comment:</p> <p>'The Town Council notes the submission of the amended plans and wish to note the following comments of objection.</p> <ul style="list-style-type: none"> • Lack of screening to neighbouring properties, the loss of trees and the green buffer zone in exchange for more parking spaces, which is contrary to both the Mid Sussex District Plan 2014-2031 and Haywards Heath Town Council Neighbourhood Plan in terms of green, and Character and Design polices. • There are concerns over drainage on the site and the Town Council look forward to seeing the update to the proposed drainage system from the Mid Sussex district Council's drainage Engineer. • The Town Council's preference is for the original plans (DM/20/4159).' <p>There is a slight amendment in the layout of parking spaces. A new drainage report was also uploaded on 29/11/2024.</p>
DM/25/0054	Woodlands House, Birch Avenue, RH17 7SL x7 Ash trees - fell as close to ground level as possible. Crown reduce Sycamore trees from	Franklands	Suggest defer to MSDC Tree Officer

	neighbouring property overhanging Woodlands House by 1-2m and vegetation by 1-2 metres.		
DM/24/2835	65 Penn Crescent, RH16 3HP Single storey rear and part first floor side infill extension (Amended plans received 08.01.2025)	Bentswood and Heath East	On agenda for 23/12/2024. HHTC made No Comment. Amendment to the first floor side infill extension – it is reduced from the original plan.
DM/25/0005	15 Sandy Vale, RH16 4JH Demolition of existing garage and porch. Part single part two storey side and front extension together with the provision of three parking spaces to the front	Ashenground	
DM/25/0010	116 New England Road, RH16 3LF New outbuilding to replace existing garage. This is an application to establish whether the development is lawful.	Bentswood and Heath East	Application for Lawful Development Certificate (Proposed). Legal matter – defer to MSDC.

Planning Applications Received **Week 2**

Application Reference	Address/Description	Ward	Comments
DM/24/2884	32-36 South Road, RH16 4EA Proposed alterations to existing shopfront. (amended plans received on 14.01.2025)	Ashenground	Due to be discussed at Planning on 23/12/2024. HHTC made No Comment. This application has an amended design at the bottom of the shop frontage (added panels).
DM/24/2882	32-36 South Road, RH16 4EA 1No Fascia Sign and 1No Projecting Sign. (amended plans received on 14.01.2025).	Ashenground	Due to be discussed at Planning on 23/12/2024. HHTC made No Comment. This application has an amended design at the bottom of the shop frontage (amended materials, added panels).
DM/24/3009	20 Lucastes Road, RH16 1JL To remove existing windows in the kitchen to the back of the property and to replace with a bifolding door.	Lucastes and Bolnore	
DM/25/0108	14 The Droveaway, RH16 1LL 1 x Oak - reduction of lower crown, lateral growth only by approx. 1.5m and no further than previous reduction points and	Lucastes and Bolnore	Defer to MSDC tree officer

	remove epiocormic growth from trunk.		
DM/25/0120	19 Western Road, RH16 3LR Erection of an L-shaped flat roof rear dormer and insertion of 2no. roof lights to front elevation. This is an application to establish whether the development is lawful.	Bentswood and Heath East	Lawful Development Certificate (Proposed)
DM/25/0138	106 Franklynn Road, RH16 4DR Discharge of planning condition no 3 relating to planning application DM/23/0136.	Ashenground	Relates to DM/23/0136 discussed at Planning on 25/03/2024, when the Council made no comment. MSDC granted permission on 11/04/2024. Condition 3 is: 'The front parking / hardstanding area hereby approved shall not be brought into use unless and until it has been constructed and finished in accordance with materials details to be submitted to and approved in writing by the local planning authority. It shall be constructed from permeable or porous materials.'

Planning Applications Received **Week 3**

Application Reference	Address/Description	Ward	Comments
DM/25/0100	Brooklea, 3 West Common, RH16 2AE Proposed erection of 1 no. new detached dwelling with car parking served by the existing access, following demolition of an existing garage.	North Central	There was a previous extension at this property (DM/20/0262) which HHTC made No Comment on.
DM/25/0113	20 Boltro Road, RH16 1BB Proposed side extension and partial garage conversion.	Lucastes Boltro	
DM/25/0009	98A South Road, RH16 4LJ Installation of blind to front window.	Ashenground	This is an application for an external foldaway awning in front of Truffles Bakery.
DM/25/0039	1 Colwell Close, RH16 4HF Proposed side first floor extension above existing garage and a single storey extension to the front of the existing garage. Two storey extension to the rear.	Ashenground	

DM/25/0162	11 Ash Grove, RH16 4PZ Loft conversion with gable-ends & rear dormer. This is an application to establish whether the development is lawful.	Ashengorund	Application for Lawful Development Certificate (Proposed). Legal matter – defer to MSDC.
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