



**HAYWARDS HEATH
TOWN COUNCIL**

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17th December 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 23rd December 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 2nd December 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 (MSDC).
8. To consider planning applications for comments and observations to be submitted to 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, 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 2nd December 2024

Present

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

*Absent **Apologies

Also present: Town Clerk, three members of the public.

89 Apologies

| Member | Reason |
|----------------|------------------|
| Cllr Chapman | Work Commitments |
| Cllr Nicholson | Ill Health |

90 Minutes

The minutes of the meeting held on Monday 11th November 2024 were taken as read, confirmed as a true record and duly signed by the Chair.

91 Substitutes

None.

92 Public Forum

Representatives of the proposed development of North Colwell Farm, Lewes Road attended the meeting to introduce the consultation process undertaken and the overarching proposed scheme to the Committee before its submission in the new year. The presentation was factual, members asked questions whilst making no comment on the proposals, so not to predetermine themselves and the Committee when considering the application when formally submitted.

93 Members Declaration of Interest

Cllr Bashar made the following declaration.

"I declare a personal interest in all planning applications under agenda item 8 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 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."

94 Planning Appeals

Members noted that there were no appeals lodged or decided in the weeks commencing 4th November, 11th November and 18th November.

Licensing Applications

Members noted the following applications pertaining to Haywards Heath:

| App no. | Date Received | Application Type | Applicants | Premises Address | Variation Yes/No | Nature of Application /Nature of variation required | Latest date for representations to be made. |
|------------|---------------|------------------|--|---|------------------|---|---|
| LI/24/1667 | 14/11/2024 | Premises | Jessca Woodroffe | Woodhouse Butchery Unit 2B Burrell Road Haywards Heath West Sussex RH16 1TW | No | New Premises License | 12/12/2024 |
| LI/24/1692 | 20/11/2024 | Premises | Mr Abraham Kunjachan and Ms Liji Pappachen | Unit 2 Depot Rear of; 25 Gower Road Haywards Heath RH16 4PL | No | New Premises License | 18/12/2024 |

9 Planning decisions from Mid Sussex District Council.

5 Members noted the following decisions:

| Application Ref | Address | Agenda Date | HHTC Comment | MSDC Decision |
|-----------------|---|-------------|--|---|
| DM/24/2275 | 48 Wood Rise, RH16 4NJ | 30/09/2024 | No comment | Permitted |
| DM/24/2297 | 46 Lewes Road, RH17 7SN | 21/10/2024 | No comment | Permitted |
| DM/24/2433 | Gresham Dental Practice, Butlers Green Road | 21/10/2024 | Defer to MSDC tree officer | No objection |
| DM/24/1683 | Ephesus, The Broadway | 29/07/2024 | HHTC supported this application for extended hours, providing opening times remained as advertised on the property (16:00 – 0.00 Sun – Thurs, 14:00 – 01.30 Fri and Sat) | Permitted. Conditions: The premises shall not be open for trade or business other than between the hours of 09:00 and 00:00 Sunday to Thursday and 09:00 to 01:45 Friday and Saturday (including until 01:45 Sunday) |

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| DM/24/2354 | 2 George Avenue, RH17 7BZ | 21/10/2024 | No comment | Permitted |
| DM/24/2365 | Trees at and adjacent to 19 The Droeway | 21/10/2024 | Defer to MSDC tree officer | Consents |
| DM/24/2277 | Bolnore Village Primary School, RH16 4GD | 21/10/2024 | No comment | Application withdrawn |
| DM/24/2279 | Tesco Express, The Orchards | 30/09/2024 | No comment | Consents |
| DM/24/2336 | 9 Aster Way, RH17 5NL | 21/10/2024 | 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. | Certified as Lawful (Proposed) |
| DM/24/2063 | 47 Wivelsfield Road, RH16 4EN | 11/11/2024 | HHTC noted the amended application which included the Certificate B. The Council had previously objected to this application on 07/10/2024 and reiterate their comments. | Permitted |
| DM/24/2547 | 2 Diamond Cottages, St Johns Road | 11/11/2024 | As this is an application for a Lawful Development Certificate and is therefore a legal mater, the Town Council defers the decision to Mid Sussex District Council. | Certified as Lawful (Proposed) |
| DM/24/2580 | Skyfall, 6 Oldfield Drive | 11/11/2024 | Defer to MSDC tree officer. | No Objection |
| DM/24/2581 | 49 Lucastes Avenue, RH16 1JZ | 11/11/2024 | Defer to MSDC tree officer | No Objection |
| DM/24/2078 | Saxbre, 14 Birchen Lane | 11/11/2024 | No comment | Permitted |
| DM/24/2519 | Old Granary, Bridgers Mill | 11/11/2024 | Defer to MSDC tree officer | Consents |

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|------------|-------------------------------------|-------------|--|--------------|
| DM/24/2512 | 29 Greenhill Way, RH17 7SQ | 11/11/2024 | Defer to MSDC tree officer | Consents |
| DM/24/2472 | Orchard Cottage, 66 Oathall Road | 21/10/2024 | Defer to MSDC tree officer | No Objection |
| DM/24/2453 | Winkfield Court, Boltro Road | 21/10/2024 | Defer to MSDC tree officer | Consents |
| DM/24/2544 | Clair Court, Perrymount Road | 11/11/2024 | Defer to MSDC tree officer | Consents |
| DM/24/2064 | 23-25 Bolnore Road, RH16 4AB | 09/09/2024 | 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 | Permitted |
| DM/24/2561 | 17B Blunts Wood Road, RH16 1ND | 11/11/22024 | Defer to MSDC tree officer | Consents |

96 Comments and Observations on Planning Applications

Members made comments and observations on 14 Planning Applications as per Appendix 1 attached.

97 Items Agreed as Urgent by the Chair

None.

The meeting closed at 8:14pm.

Planning Applications Received Week 1

| Application Reference | Address/Description | Ward | Comments |
|-----------------------|---|----------------------|----------------------------|
| DM/24/2678 | 2 Ridgeway, RH17 7AQ (T1) Oak – Fell | Franklands | Defer to MSDC tree officer |
| DM/24/2557 | 33 Lucastes Avenue, RH16 1JU Horsechestnut Tree – Crown reduction of 3m, crown lift of 1m, crown thinning of 20% | Lucastes and Bolnore | Defer to MSDC tree officer |

Planning Applications Received Week 2

| Application Reference | Address/Description | Ward | Comments |
|-----------------------|--|--------------------------|--|
| DM/24/2754 | Haywards Heath Football Club, Hanbury Park Stadium The replacement of the existing grass football pitch, with a new G pitch (third generational artificial grass) and removal and replacement of the existing 3G with 2Nr padel courts | Bentswood and Heath East | No Comment. |
| DM/24/2791 | 1 Calbourne, RH16 4AQ 2x Beech trees – reduce by 2m overall. 1x Yew tree – reduce canopy by 1m overall. | Lucastes Boltro | Defer to MSDC tree officer. |
| DM/24/2734 | 2 Washington Road, RH16 3HQ Proposed porch extension on principal elevation. | Bentswood and Heath East | No Comment. |
| DM/24/1802 | Barn Cottage Pavillion, Barn Cottage Lane New mixed-use purpose-built comment 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. Supporting BNG information received 11/11/2024. | Bentswood and Heath East | Cllrs urged that the project be commenced swiftly due to the re-development of a much-needed community building in the Bentswood Ward being held up for a considerable amount of time due legal and planning issues. |
| DM/24/2775 | Haywards Heath Baptist Church Installation of solar panels on the south side of the pitched roof of the Church. Installation of a weatherproof enclosure containing inverter, storage batteries and control equipment on an exterior wall in the enclosed rear garden area of | Ashenground | Application for a Lawful Development Certificate (Proposed). |

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| | the Church. This is an application to establish whether the development is lawful. | | |
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Planning Applications Received Week 3

| Application Reference | Address/Description | Ward | Comments |
|-----------------------|--|---------------------------------|--|
| DM/24/2434 | 17 Chandlers Field Drive, RH16 4UT 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. Amended plans received showing revisions to design and materials. | Lucastes and Bolnore | No Comment. |
| DM/24/2809 | Haywards Heath Police Station, Bolnore Road Various works proposed to trees at this site as specified in Tree Report | Lucastes and Bolnore | Defer to MSDC tree officer |
| DM/24/2640 | 40 Wickham Way, RH16 1UQ Proposed new single storey rear extension, following part demolition of existing. Part conversion of garage and amendments to fenestration (Amended Plans Received 22.11.24) | North East | No Comment. |
| DM/24/2786 | 14 Quarry Hill, RH16 1NQ Demolition of existing conservatory/single storey extension and replaced with a new single storey extension to improve the kitchen, living and dining area | Lucastes and Bolnore | Application for Lawful Development Certificate (Proposed). |
| DM/24/2761 | Church Corner House, Church Road Application for a flexible use permission under the provisions of Class V of Part 2 of Schedule 3 of the Town and Country Planning (General Permitted Development) (England) Order 2015, with the flexible uses being defined either as: commercial, business and service uses (Class E(a-g)); public house, wine bar, or drinking establishment (sui generis); or hot food takeaway (for the sale of hot food where consumption of that food is mostly undertaken off the premises) (sui generis). | Bentswood and Heath East | No Comment. |
| DM/24/2683 | 12 Queens Road, RH16 1EB | North Central | No Comment. |

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| | Proposed single storey rear extension, including remove and replace existing extension. Rear chimney removal. | | |
| DM/24/2785 | 10 Sergison Close, RH16 1HU Proposed works to include existing garage demolished and rebuilt to create habitable space. Rear conservatory removed and replaced with a single storey extension with pitched roof. Front flat roof extension with open flat roof porch. Single storey side extension. Widened driveway with retaining wall, soft landscaping and changes to fence to rear. | Lucastes and Bolnore | No Comment. |

NOTIFICATION OF APPEALS LODGED/DECIDED WITH THE PLANNING INSPECTORATE

There were **no** appeals lodged or decided in the weeks commencing 25th November, 2nd December and 9th December.

NOTIFICATION OF LICENSING APPLICATIONS RECEIVED

Should you require further details on any application please contact MSDC on: Licensing@midsussex.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) |
|---|---------------|-------------------------------------|--|---|------------------|---|--|
| LI/24/1692 <i>As on agenda 02/12 – Note amended date</i> | 2011/2024 | Premises | Mr Abraham Kunjachan and Ms Liji Pappachen | Unit 2 Depot Rear of; 25 Gower Road Haywards Heath RH16 4PL | No | New Premises License | 24/12/2024 - <i>Amended date</i> |

Planning decisions received from Mid Sussex District Council

| Application Ref | Address | Agenda Date | HHTC Comment | MSDC Decision |
|------------------------|--|--------------------|----------------------------|-----------------------------------|
| DM/24/2573 | 52 Washington Road, RH16 3HH | 11/11/2024 | Defer to MSDC tree officer | Consents |
| DM/24/2553 | 5 Norris Lane, RH17 5ND | 11/11/2024 | No comment | Permitted |
| DM/24/2586 | 26 Charleston Park, RH16 3JG | 11/11/2024 | No comment | Permitted |
| DM/24/2557 | 33 Lucastes Avenue, RH16 1JU | 02/12/2024 | Defer to MSDC tree officer | No Objection |
| DM/24/2678 | 2 Ridgeway, RH17 7AQ | 02/12/2024 | Defer to MSDC tree officer | Consents |
| DM/24/2562 | 11 Ash Grove, RH16 4PZ | 02/12/2024 | No comment | Application Withdrawn |
| DM/24/2495 | Colwell Cottage and Colwell Mews, RH17 7TB | 11/11/2024 | No comment | Permitted Listed Building Consent |
| DM/24/2529 | Coach House at Colwell House, 108 Lewes Road | 11/11/2024 | No comment | Permitted |
| DM/24/2775 | Haywards Heath Baptist Church, Sussex Road | 02/12/2024 | No comment | Application Withdrawn |
| DM/24/2113 | 53 Edward Road, RH16 4QJ | 11/11/2024 | No comment | Permitted |
| DM/24/2434 | 17 Chandlers Ford, RH16 4UT | 02/12/2024 | No comment | Permitted |
| DM/24/2460 | 40 Wickham Way, RH16 1UQ | 02/12/2024 | No comment | Permitted |

Planning Applications Received **Week 1**

| Application Reference | Address/Description | Ward | Comments |
|------------------------------|--|---------------------------------|--|
| DM/24/1901 | 68 Sydney Road, RH16 1QA Proposed two storey side extension. Amended drawings received on 25.11.2024 | Bentswood and Heath East | Previously discussed at Planning Committee on 09/09/2024 when no comment was made. Amended plans show larger extension with fewer windows and moved skylight.. |
| DM/24/2834 | 65 Penn Crescent, RH16 3HP Hip to gable roof extension, loft conversion including the formation of a dormer in rear roof slope and the insertion of 4nos rooflights in the front roof slope. This is an application to establish whether the development is lawful. | Bentswood and Heath East | Application for Lawful Development Certificate (Proposed) |
| DM/24/2835 | 65 Penn Crescent, RH16 3HP Single storey rear and part first floor side infill extension. | Bentswood and Heath East | This is the Householder Application for the above DM/24/2835 Lawful Development Certificate application. |
| DM/24/2836 | 10 Oathall Avenue, RH16 3EA Conversion of existing garage to create home office with storage space above. Replacement of garage door with window to match main house and French doors to rear. Rear hipped roof to be converted to gable. This is an application to establish whether the development is lawful. | Bentswood and Heath East | Application for Lawful Development Certificate (Proposed) |
| DM/24/2413 | Savannah Café Bar, 44-46 The Broadway Variation of Condition 2 of planning application 08/03019/FUL- to allow to open extra hour on Friday and Saturday to 2:30 am. | Bentswood and Heath West | Application to extend closing time from 01.30 to 02.30 on Fridays and Saturdays |

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| DM/24/2894 | Savannah Café Bar, 44-46 The Broadway Variation of Condition 1 of planning application 14/00858/CND to allow to open extra hour on Friday and Saturday to 2:30 am | Bentswood and Heath East | Relates to DM/24/2413. This application concerns usage of the patio, to keep in line with the extended hours requested above. |
| DM/24/2578 | 70 Sydney Road, RH16 1QA Proposed two storey side extension (Revisions received 28.11.2024). | Bentswood and Heath West | Previously discussed at Planning Committee on 11/11/2024 when HHTC had no comment. Revised plans show amended roof design, amended roof window placements. |
| DM/24/2366 | 50 Franklynn Road, RH16 4DH Proposed first floor rear extension creating an additional bedroom. Hip end pitched cut roof running into existing pitched roof. Replace a double window with French doors to rear ground floor. | Ashenground | Previously discussed at Planning Committee on 11/11/2024 when HHTC had no comment. Plans seem to be exactly the same as previous superseded plans received on 01/11. |
| DM/24/2884 | 32-36 South Road, RH16 4EA Proposed alterations to existing shopfront. | Ashenground | This is a new business going into the vacant Halifax site on South Road. Application regards small issues such as: Painting the shopfront, replacing double glazing, altering the entrance, adding air conditioning units. Pavement Licensing application has also been submitted. Previous application DM/23/1537 for Lawful Development Certificate regarding use as a restaurant/coffee shop was discussed at Planning Committee 17/07/2023 and Certificated as Lawful by MSDC on 15/09/2023 |
| DM/24/2882 | 32-36 South Road, RH16 4EA 1No Fascia Sign and 1No Projecting Sign | Ashenground | Related to DM/24/2884 above. |

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|-------------------|---|---------------------------------|---|
| DM/24/2863 | 2 Diamond Cottages, RH16 2QB Single storey extension to side/rear garden with associated alterations. | Franklands | Property was previously extended in 2013 (DM/13/02792). |
| DM/24/2879 | 17 Dellney Avenue, RH16 3LX Replace conservatory, lean-to structure and garage with single storey rear extension and patio | Bentswood and Heath East | |
| DM/24/2907 | Land Adjacent to 2 and 4 Fairford Close, RH16 3EF 1x Populus nigra T1000001 (T1) - Repeat whole crown reduction by approximately 5-6m, crown lift to 6m above ground level all aspects and remove epicormic growth. 2x Tilia europaea T1000002 (T2) and T1000003 (T3) - Repeat whole crown reduction by approximately 1-2m, crown lift to 6m above ground level over the carriageway and 4m all other aspects, and remove epicormic and basal growth. | Bentswood and Heath East | Suggest defer to MSDC tree officer |

Planning Applications Received **Week 2**

| Application Reference | Address/Description | Ward | Comments |
|------------------------------|---|-----------------------------|--|
| DM/24/2903 | Rose Cottage, College Road, RH16 1QP Facing brick wall with railing to front boundary to replace fence | North East | Property previously had a single storey extension (DM/22/3324) in which HHTC had No Comment. |
| DM/24/2921 | 3 Bramber Close, RH16 4AZ Proposed single storey flat roof rear extension, pitched roof single storey side extension and new pitched roof placed over existing flat roof over the existing garage, playroom and entrance porch. | Lucastes and Bolnore | Property previously had permission granted for an extension in 2003 (03/02166/FUL) but look like this was never fully built. |

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| DM/24/2511 | Mid Sussex Islamic Centre and Masjid, 19 Wivelsfield Road, RH16 4EF Proposed entrance extension and roof alterations to provide new double doors. | Ashenground | |
| DM/24/2918 | 28 Fox Hill, RH16 4QZ Demolition of existing garage. Proposed front, rear and side extension and new storm porch. | Franklands | |
| DM/24/2987 | Cameron House, 60A Lewes Road Fell two conifers | Franklands | Defer to MSDC tree officer. |
| DM/24/2923 | 86 Beech Hill, RH16 3TT First floor side extension and garage conversion. | Franklands | |

Planning Applications Received **Week 3**

| Application Reference | Address/Description | Ward | Comments |
|------------------------------|---|-----------------------------|--|
| DM/24/2677 | 82 Middle Village, RH16 4GH Replace white wooden windows and patio doors with white uPVC double glazing windows and door | Lucastes and Bolnore | |
| DM/24/2593 | 6 Wythwood, RH16 4RD Proposed two storey and single storey side and rear extension, installation of two stainless steel flues to new log stoves (Amended plan and tree information received 10/12/2024) | Franklands | Previously discussed at Planning Committee on 11/11/2024 when HHTC had No Comment. Amended plans take into account more trees at rear of property. |