

## HAYWARDS HEATH TOWN COUNCIL

### PLANNING COMMITTEE

#### Minutes of the meeting held on Monday, 4 June 2018

C N Laband (*Chairman*)  
M J Pulfer (*Vice Chairman*)  
Mrs C Cheney  
R J R Clarke  
A C McPherson  
H A Mundin

\* Absent  
\*\* Apologies

Also present: Mr Eric Bassett, Chair of the Haywards Heath Society

**15. Apologies**

There were none.

**16. Minutes**

The Minutes of the meeting held on Tuesday, 15 May 2018 were taken as read, confirmed as a true record and duly signed by the Chairman.

**17. Representation on Application Number DM/17/2739 – Land to the East and West of Hurst Farm, Hurstwood Lane**

Members had been provided with a copy of the representation that had been prepared in respect of the Hurst Farm outline application (DM/17/2739), which had been considered at the Extraordinary meeting of the Planning Committee held on Monday, 21 May 2018. They were being asked to confirm the content of the representation prior to its submission to Mid Sussex District Council.

After some discussion, Members **AGREED** to make additional comments regarding the provision and synchronisation of (relief road) traffic lights and the preferred solution to provide a bridge across the relief road from the proposed development to the vicinity of (Crest Nicholson's) 'Woodside' development. The final version of the representation is shown in Appendix 2.

**18. Substitutes**

There were none.

**19. Members' Declarations of Interest**

Councillor Howard Mundin made the following declaration:

"I declare a personal interest in all planning applications under agenda item 6 as an elected Member of Mid Sussex District Council (MSDC) appointed to Planning Committee A. I further reserve the right to alter my views should the applications come before Planning Committee A, based on contributions from the public, other Members or reports from MSDC Officers."

**20. Planning Appeals**

There were none.

**21. Licensing Applications**

Members noted that the following application to vary a premises licence had been **lodged** with Mid Sussex District Council:

<b>Application No. &amp; Applicant</b>	<b>Application Type</b>	<b>Premises Address</b>	<b>Nature of Variation</b>
LI/18/0676  Grahams Newsagents	Premises	5 The Broadway	<u>Minor variation:</u> changes to opening hours

**22. Comments and Observations on Planning Applications**

Members made comments and observations on 21 planning applications as per Appendix 1 attached.

**23. Items Agreed as Urgent by the Chairman**

There were none.

The meeting closed at 8:48pm.

## APPENDIX 1

### Week 1

#### DM/18/0421 – Linden House, Southdowns Park

Franklands

Demolish existing vacant building and erect 14 unit apartment block.

Acknowledging that previous applications have set a precedent for the development of this site, the Town Council **supports** this latest application in principle, subject to compliance with the following conditions:

1. the development must deliver a 30% affordable housing element, i.e. a minimum of 4 units. This is perfectly feasible, given the sustainable location of the site where there is already a well-established mix of open market/affordable housing dwellings. For the avoidance of doubt, failure to comply with this condition would conflict with the objectives of the Haywards Heath Neighbourhood Plan and would be contrary to Policy DP31 of the Mid Sussex District Plan 2014–2031, and would result in the Town Council **objecting** to the application in the strongest terms possible;
2. no development shall take place, including any works of demolition, until a Construction Management Plan (CMP) has been submitted to and approved by the local planning authority. Thereafter, the approved CMP shall be implemented and adhered to throughout the construction period. The CMP shall include and give details for, but not be limited to, the following:
  - the method for handling deliveries associated with demolition/construction. Vehicles must be prohibited from stacking in the vicinity of the site;
  - the provision of high standard and effective wheel washing facilities required to mitigate the impact of construction upon the public highway;
  - the provision of parking for site operatives' and visitors' vehicles. Given the location of the site, in an area of relatively high density residential development where unallocated parking facilities are limited, contractors must be prohibited from parking their vehicles en masse in the immediate vicinity of the site. Suitable alternative arrangements must be made;
  - a scheme to protect neighbouring properties from dust and noise emissions, particularly during the demolition phase. Residents of properties that have elevations which face the site, notably those in Bennetts Rise, The Elms and the Busy Bees Nursery School (housed in the Chapel), must be given the option of having their properties professionally cleaned at the developers' expense and at an appropriate juncture. Furthermore, in order to safeguard the well-being of the children attending the Busy Bees Nursery School, the developers shall liaise with the Nursery Manager and agree, in writing, the exact dates when demolition works will take place;
  - a requirement for all vehicles carrying loose materials, e.g. earth-moving lorries, to have tonneau covers. This will prevent the materials from being accidentally jettisoned whilst in transit;
3. demolition or construction works, including any associated deliveries, shall not take place outside 0800 hours to 1800 hours Mondays to Fridays and 0900 hours to 1300 hours on Saturdays, nor at any time on Sundays or Bank Holidays or Public Holidays. Furthermore and for the avoidance of doubt, demolition works shall not take place on Saturdays, and scaffolding shall not be erected or taken down outside the permitted hours;
4. if the development is to be serviced by larger, Eurobin facilities – which will be collected by a commercial operator – no collections shall be permitted before 0700 hours, in order to protect resident amenity;

**cont.**

**DM/18/0421 – Linden House, Southdowns Park (cont.)**

**Franklands**

5. in order to future-proof the development, trunking shall be laid to enable all 14 units to have their own electric car charging point.

The Town Council notes and shares the concerns raised by local residents relating to the minimal parking provision, i.e. 1 space per unit and no designated visitor spaces.

In the event that the application is approved, the Town Council requests that developer Section 106 contributions for local community infrastructure – estimated at between £7,126 and £7,850 – are allocated towards improvements to Commercial Square Roundabout as included in the West Sussex County Council Atkins Study.

**DM/18/1012 – The Orchards Public Toilets, St. Josephs Way**

**Heath**

The reconfiguration of the existing toilet block consisting of a separate male and female toilet with an accessible toilet in the middle, to include a new changing places toilet, a family toilet and three for separate gender neutral toilet cubicles.

No comment.

**DM/18/1884 – 146 Western Road**

**Bentswood**

Proposed first floor extension to the side (including pitched roof to replace flat roof). Proposed single storey extension to the rear.

No comment.

**DM/18/1885 – 24 Lucastes Road**

**Lucastes**

Demolition of masonry wall and construction of single storey side extension, reconfiguration, together with associated internal and external alterations.

No comment.

**DM/18/1899 – 31 Balcombe Road**

**Heath**

Variation of condition 2 of planning permission DM/17/2666 – to revise the plans and elevations as a result of proposed changes to floor plan, site/floor levels and elevational treatment and garage.

No comment.

**DM/18/1912 – 15 Harlands Close**

**Lucastes**

Garage extended to the front of house. Roof lifted and remodelled with gable to rear and extended over garage to create additional rooms in the roof. New roof dormers created to front rear and side elevations.

No comment.

**DM/18/1927 – 3 Beech Hill**

**Franklands**

Revised planning application for surfacing materials to create parking area and provision of original, existing and proposed levels as required in application number DM/17/4608.

No comment.

**DM/18/1928 – 1 The Cedars**

**Heath**

2 x Cupressus – trim and shape every two years in perpetuity. Oak – thin crown by 20% and remove epicormic growth. Norway maple – thin by 20%.

The Town Council defers this decision to Mid Sussex District Council's Tree Officer.

**DM/18/1930 – 9 Badger Drive**

**Lucastes**

Proposed first floor side extension to existing house built over existing ground floor extension and existing raised area.

No comment.

**Week 2**

**DM/18/1931 – 35 Farlington Avenue**

**Bentswood**

Proposed loft conversion with front and rear dormers.

No comment.

**DM/18/2027 – New Larchwood House, 1A Anscombe Woods Crescent**

**Franklands**

Loft conversion.

No comment.

**DM/18/2055 – Oathall House, 68–70 Oathall Road**

**Bentswood**

T1 Holm oak – remove end height over road by 2–3 metres, only reduce x2 limbs overhanging road.

The Town Council defers this decision to Mid Sussex District Council's Tree Officer.

**Week 3**

**DM/18/0663 – 15 Syresham Gardens**

**Bentswood**

Proposed three bedroom dwelling adjoining existing house (amended plans received 23 May 2018).

No comment.

**DM/18/1731 – 26 Farlington Avenue**

**Bentswood**

Proposed front dormer loft conversion.

No comment.

**DM/18/1838 – 37 Victoria Road**

**Bentswood**

Single storey rear extension.

No comment.

**DM/18/2083 – Flinders Coffee, 101 South Road**

**Ashenground**

Variation of condition 2 of planning permission DM/16/3182 - To change opening hours from 08:00 to 17:30 Monday to Sunday, to 08:00 to 23:00 Monday to Saturday and 8:00 to 17:30 Sundays.

The Town Council fully **supports** this application, which seeks to extend the opening hours of this establishment. Members welcome the applicant's proposals to bring something a little different to the town in an effort to enhance what is on offer. This would complement the Town Council's objectives contained within its strategic priorities document, 'The Art of the Possible'.

**DM/18/2104 – 9 Boltro Road**

**Heath**

Variation of condition 2 of planning permission DM/17/0859. Replacing approved plan '7216.P03 D' with '7216.P03 E' to allow changes to front and rear elevations.

No comment.

**DM/18/2117 – 14 The Droveaway**

**Lucastes**

Ground floor front extension to provide new entrance porch and garage door. First floor side extension to extend existing living room. Infill of existing undercroft and ground floor extension to create new kitchen/dining room. Loft conversion to provide additional bedroom and bathroom. New internal stair and lift. (Minor amendment to existing approval DM/17/2890.)

No comment.

**DM/18/2136 – 9 Church Road**

**Heath**

Replacement fence to southern boundary fronting Church Road.

The Town Council **supports** this application as the proposed replacement fence is sympathetic to the street scene and local aesthetics. However, it is understood that the existing beech hedge is to remain and if this is the case, it must be cut back and maintained within the boundary of the property at all times. This is in order to respect the full width of the public footway and to allow public use at all times in the future.

**DM/18/2138 – 41 Newton Court, Perrymount Road**

**Heath**

Demolition of conservatory with construction of single storey rear extension and garage conversion.

No comment.

**DM/18/2175 – 31 Wealden Way**

**Lucastes**

Beech tree – thin by 20%.

The Town Council defers this decision to Mid Sussex District Council's Tree Officer.

## APPENDIX 2

**DM/17/2739 – Hurst Farm - Outline application for development of up to 375 new homes, a 2-form entry primary school with Early Years provision, a new burial ground, allotments, Country Park, car parking, 'Green Way', new vehicular accesses and associated parking and landscaping. All matters are to be reserved except for access. Land to the East and West of: Hurst Farm Hurstwood Lane Haywards Heath West Sussex**

### Haywards Heath Town Council Statutory Comments

The Hurst Farm site is specifically identified in Policy H1 of the Haywards Heath Neighbourhood Plan (HHNP), adopted in December 2016 as a developable site. The new school is supported under policy H1 and specifically the provision of a Cemetery under policy E4, provision of allotments under policy E5. The Country Park is stated in the HHNP, sitting across the Town/District and County border in the Parish of Wivelsfield.

Having duly considered the application at an extra-ordinary meeting of its Planning Committee dated 21<sup>st</sup> May 2018, the Town Council **supported in principle the outline planning application, for development of 375 new homes.** Under the Localism Act, the HHNP confirms this is what the community wants in this location, so Members of the Town Council's Planning Committee have scrutinised the outline application and highlighting concerns which must be addressed to validate the application.

These concerns are listed as relevant issues, which include, but are not limited to:

- The Town Council notes **375 homes** are proposed in the application versus approximately supported 350 in the HHNP.
- **Condition:** Adoption of the **detailed Masterplan** by the applicant is required. This must include the design and the style of the housing/flats.
- **Condition:** The Town Council requires a Construction Management Plan, to include wheel washing, use of tonneau covers for earth moving vehicles, onsite parking for site/construction workers, and ancillary road cleaning. This CMP must include a Tree Management Plan \*.

**Condition:** Working hours of works and stacking of construction deliveries, restrictions are required to protect neighbouring residential amenity – 08:00 to 18:00 Monday-Friday, 09:00 to 13:00 Saturday. No work permitted Sundays or Public Holidays: Objective to protect residential amenity.

- **Condition:** The Town Council requires that the Town's **green spaces and roads** are protected. All grass verge and road damage/restoration costs are the responsibility of the developers at their expense.
- **Traffic congestion and vehicle movements.** It is noted that West Sussex County Council have outstanding questions alongside the Town Council.
  - Relief Road traffic lights. These lights must be:
    - 1) situated at the junction of Hurstwood Lane/School Access/Hurstwood Lane synchronised to ensure that in turn traffic from Greenhill Way direction is given entry to Hurstwood Lane to the relief road.
    - 2) situated at the junction of Hurstwood Lane/School Access/Hurstwood Lane synchronised to ensure that in turn traffic from the school, community facilities is given

entry to Hurstwood Lane to access relief road, noting that these need to be synchronised to allow access to school at busy times to prevent back up on relief road.

3) situated at the junction of Hurstwood Lane/School Access/Hurstwood Lane synchronised to ensure that in turn traffic northern end of site is given entry to Hurstwood Lane to access relief road.

- Two pedestrian activated lights as already within the application (Fox Hill and Birch Hotel) are supported. Lights must also be synchronised at the Hurstwood Lane /Relief Junction (also a Toucan Crossing) so pedestrians at Birch Hotel roundabout do not activate lights when traffic is being cleared from the junction of the Relief Road and Hurstwood Lane.

The desk top study indicating 5 second gaps at rush hours to allow access/exit is believed to be flawed

- **Bridge over Relief Road** Committee preferred solution to provide bridge from Hurst Farm development towards the vicinity of Woodside, following resident input.
- **Traffic Management Plan** must be agreed with West Sussex County Council taking the above into consideration. The use of Section 106 monies is crucial to ensure that monies are not used on unsustainable bus services that will leave the site isolated in future years.
- **Condition:** Electric car charging points provided for all dwelling on the site, plus allowance for any future proofing required, to deliver the Environmental protection requirements of the HHNP and MSDP.
- **Hurstwood Lane Closure.** The Town Council has concerns for residents' road safety, and requires before construction commences, that Hurstwood Lane be closed to public through traffic before construction commences. This may require West Sussex County Council cooperation. **Safe Green Space,** the Town Council welcomes the comments of the applicant that surveillance of the main green space will be managed as part of the layout of the site. This is in line with the requirement with the detailed design in the Masterplan.
- **Traffic Lights Fox Hill: Acknowledging the considerable road safety issues -**  
The Town Council would like a **condition** requiring the developer to provide an additional set of traffic lights placed at the South Eastern tip of the site, at the junction with Hurstwood Lane and Fox Hill. This will allow traffic to move systematically and provide a safe crossing for residents using the school, community facilities and accessing services from the south of the site and vice versa for commuting, entertainment and leisure. This is critical, because Hurstwood Lane as a commuter rat-run will be blocked, therefore increasing traffic movements down through Fox Hill. Traffic lights will reduce speed and provide much needed traffic calming in the Fox Hill area.
- **Pedestrian access, pathways, crossings to and through the site to enable access.** All cycle pathways must be designated as Public Rights of Access/Way. This provides the pedestrian access/connectivity needed to meet existing and future access needs to the Town. If this is not possible then additional fund must be provided to meet these accessibility needs. These must be DDA compliant, including the Anscombe Wood cycle/pathway.
- **Condition:** Affordable Housing Mid Sussex District Plan policy DP31 requires 30% affordable housing is placed on the site. Affordable housing provision must include a housing mix and be varied in location (maximum 10 unit concentration) supported by pepper-pot delivery and integration of the affordable housing with open market housing.



- The Town Council has serious concerns about the **joint access and parking arrangements** to the School, Cemetery, Allotments and Country Park. (E5/Obj10B applies) This must be included in the S106 Land Transfer Agreement.
- **Condition: Parking** the HHNP requires sustainable delivery/enforcement of off-street parking. Following informal officer advice, supporting a new Controlled Parking Zone on the site, to specifically prevent antisocial parking from nearby residential districts and commuters. The opportunity to deliver a fully integrated scheme, critically before first occupation will allow a streamlined implementation process, together with the associated cost saving this will approach deliver. This coordinated approach is especially required to protect from parking around the open parkland space, allow natural surveillance, allow a free flow for pedestrian and vehicle traffic in this arterial bus-route location and the roads elsewhere in the development which should remain free from car parking.
- **Bin collections:** The Town Council requires that all euro bins/commercial bins that offer the opportunity for ASB/Statutory noise issues, are protected by a **CONDITION** that there are no collections before 07:00 This will be a Reserved Matters Issue.
- **Condition:** The Town Council requires **roads are adopted** and/or an estate management plan, with a management company appointed, before first unit occupation.
- **Tree management plan** \* to ensure protection of existing trees from destruction along with a long-term management plans for conservation/protection/replacement for trees and along with confirmation of funding arrangements.
- **Green spaces, buffer zones and ancient woodland** 15m buffer zones must be upheld in line with Mid Sussex District Plan policy DP36
- The Town Council welcomes the redesign of the site to **protect the existing listed buildings** on the developable land and requires that Hurst House and barns are protected from the development of housing, as required in the extant Neighbourhood Plan.
- The Town Council has major concerns, echoed by District Council Members on their planning committees (Rookery Farm/Beeches), that Councillors concerns are being over-ridden by Urban Planner support under DRP. The Town Council has significant reservations relating to exterior, aesthetic design and standards that have been forced upon the Town.

The Town Council requires developer consultation for the design of site, houses and apartment buildings, before final discussions with Mid Sussex District Council, as the relevant planning authority. This is a pre-reserved matters requirement, detailed in the NPPF - National Planning Policy Framework, requiring Parish/Town Council involvement under localism legislation.

- Any **Pollution, Light, Air, Water, flood risk**, topography, springs, waste/drainage issues must adhere to SUD and IEA requirements.
- **Play spaces - Conditions** requiring delivery under must be under the guidance of Supplementary Planning Documents in the Reserved Matters Application.
- **Landscaping - Conditions** requiring delivery must be under the guidance of Supplementary Planning Documents in the Reserved Matters Application.

## Section 106 Requirements

If the Planning Application is approved, the Town Council require ownership for the land designated for the County Park, Allotments and Cemetery at nil cost, together with the full Local Community Infrastructure payment allocated to the development of the Country Park.

Development of these Community facilities is to replace the loss of the green space being developed for housing within the Planning Application.

The Inspector raised serious concerns during inspection of the HHNP over the potential loss of green space but allowed this to be balanced by the CP/A/C land provision, which increases the quality of land usage for the residents of the Town.

Currently the Town Council has no information on land transfer requirements nor the implications of the proximity of the School and the associated access arrangements and car parking.

Before determination of this application, the Town Council must agree details of the land transfer.

DRAFT