



HAYWARDS HEATH TOWN COUNCIL

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14th September, 2021

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, 20th September 2021 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 notes of the meetings of the Planning Advisory Group held on the following dates:
 - i. Monday, 17th May 2021;
 - ii. Monday, 7th June 2021;
 - iii. Monday, 28th June 2021;
 - iv. Monday, 19th July 2021;
 - v. Monday, 9th August 2021;
 - vi. Tuesday, 31st August 2021.
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 or appeal decisions made, and licensing applications.

Appeal Decided: **402–408 Franklands Village** (DM/20/4639 refers);
Appeal Lodged: **45B Wood Ride** (DM/20/3539 refers);

Licensing Application: **LI/21/0930 – Bestens Brewery Ltd, The Orchards**
New Premises Licence.
6. To consider planning applications for comments and observations to be submitted to Mid Sussex District Council (MSDC).
7. To consider any items that the Chairman agrees to take as urgent business. **cont.**

cont.

*'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: C Laband (Chairman), A McPherson (Vice Chairman), C Cheney, C Evans, S Inglesfield, R Nicholson, M Pulfer, S Wickremaratchi.

HAYWARDS HEATH TOWN COUNCIL

PLANNING ADVISORY GROUP

Notes of the meeting held on Tuesday, 31 August 2021

C N Laband (*Chairman*)
A C McPherson (*Vice Chairman*) **
Mrs C Cheney
C C J Evans
Mrs S J Inglesfield
R A Nicholson
M J Pulfer
S Wickremaratchi **

* Absent

** Apologies

43. Apologies

The following apologies were received:

| Member | Reason for Absence |
|-----------------------|--------------------|
| Cllr A C McPherson | Holiday |
| Cllr S Wickremaratchi | Holiday |

44. Minutes

The notes of the meeting held on Monday, 9 August 2021 were confirmed.

45. Substitutes

There were none. In the absence of Councillor McPherson, Councillor Laband nominated Councillor Pulfer to act as Vice Chairman for the meeting. This was **AGREED** unanimously by Members.

46. Members' Declarations of Interest

Councillor Clive Laband 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) and as an appointed Member of the (MSDC) District Planning Committee. I further reserve the right to alter my views should the applications come before the District Planning Committee, based on contributions from the public, other Members or reports from MSDC Officers."

Councillor Mike Pulfer 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) 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." **cont.**

46. Members' Declarations of Interest (cont.)

One other declaration was made as follows:

| Member | Application No. | Location | Nature of Interest |
|--------------------------|------------------------|-----------------|---|
| Cllr Mrs S J Inglesfield | DM/21/1754 | 37 Gander Hill | Two of the residents objecting to the application are friends of hers |

47. Planning Appeals

There were none.

48. Licensing Applications

There were none.

49. Comments and Observations on Planning Applications

Members made comments and observations on 29 planning applications as per Appendix 1 attached.

50. Items Agreed as Urgent by the Chairman

There were none.

The meeting closed at 8:10pm.

This meeting was conducted and recorded using the Zoom video conferencing application. It was not a meeting of the Planning Committee as virtual meetings may not take place after 7th May 2021. However, face to face meetings have been suspended until the Town Council decides it is appropriate to return to the Council Chamber and/or the Town Hall to host a physical meeting with Members and staff fully vaccinated. The Town Council has agreed not to hold any meetings before 1st September 2021 but has resolved that meetings may commence in the interim if agreed by the Mayor/Leader and Town Clerk. Therefore, these Advisory Group meetings are to allow Councillors to have discussions on decisions that are needed to be made via delegated authority. The delegation is to the Clerk in consultation with the Chairman and Vice Chairman, as the Town Council can delegate authority to an officer but not to an elected member. The Group's discussions have therefore assisted the Clerk in his deliberations, there has been no voting and no decisions made by the Planning Committee, which is now an Advisory Group. (Refer to Minute 19, Annual Meeting of the Council dated 5th May 2021.)

APPENDIX 1

Week 1

DM/21/2519 – 41 Lewes Road

Franklands

1x Conifer – lift crown by 2 metres and remove deadwood. 1x Birch – to remove.

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

DM/21/2585 – 6 Woodstock Place

Bentswood

Proposed loft conversion.

No comment.

DM/21/2792 – 2 Wivelsfield Road

Ashenground

Erection of a single storey rear extension extending beyond the rear wall of the original house by 4.2m, to a maximum height of 3.3m and the height of the eaves to 2.9m.

No comment.

DM/21/2814 – Sainsbury's, Bannister Way

Heath

Installation of new loading door and fire escape within service yard.

The Town Council has concerns that excessive noise from the proposed metal roller shutters could negatively affect nearby residents, which would undermine Policy DP29 of the Mid Sussex District Plan 2014–2031 in terms of noise pollution. The Town Council asks that Mid Sussex District Council's Environmental Protection Team assess the application and that any conditions the Team require are applied to any permission granted.

DM/21/2834 – 111 Bentswood Road

Bentswood

Two storey side extension and single storey rear link extension to existing outbuilding. New double door to existing outbuilding.

No comment.

DM/21/2885 – Gamblemead, Fox Hill

Franklands

Discharge of planning condition no. 5 (re-submission) of planning application DM/17/0331.

No comment.

WSCC/033/21 – Oathall Community College, Appledore Gardens

Application made under Regulation 3. Variation of Condition 1 of planning permission WSCC/070/11/HH for the retention of a temporary classroom for a further 5 years. View details for this planning application at

<https://westsussex.planning.register.co.uk/planning/display/WSCC/033/21>

The Town Council discussed this application and some Members felt that consideration should be given to replacing the temporary building with a permanent, sustainable structure within the next five years.

Week 2

DM/21/1830 – 48 Wickham Way

Heath

Proposed two storey rear extension to replace existing extension.

No comment.

DM/21/2305 – Beaumont House, Frankton Avenue

Franklands

Convert integrated garage into a kitchen, associated internal alterations and replacement of window in rear of property with bi-fold doorset.

No comment.

DM/21/2723 – Chester House, Harlands Road

Heath

Erection of 2 storey roof extension to provide 14 flats.

No comment.

DM/21/2857 – 12 Summerhill Close

Heath

Demolition of existing detached single garage. Construction two storey part side and part rear extension in conjunction with single storey rear extension.

No comment.

DM/21/2884 – 19 Bennetts Rise

Franklands

1x Oak tree – to pollard at approx. 15 metres.

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

DM/21/2894 – 27 Oathall Road

Heath

Proposed loft conversion with gable ends and rear dormer.

No comment.

DM/21/2900 – 16 Ashenground Close

Ashenground

T14 Yew – crown lift by 5 metres from ground level of no. 15 Ashenground Close. Cut back branches by 1–1.5 metres.

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

DM/21/2921 – Land parcel opposite 42 St. Francis Close

Ashenground

T1 Ash – crown reduce by 2–2.5m to suitable growth points, crown thin 20%, crown lift to 5m over highway and 3.5m over adjacent grass area and neighbouring property, remove all major dead wood and remove basal epicormic growth.

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

DM/21/2939 – 15 Chandlers Field Drive

Lucastes

Single storey rear extension and loft conversion.

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.

The Town Council notes the comments made by the neighbouring resident at no. 23 Chandlers Field Drive but offers no comment.

Week 3

DM/21/1754 – 37 Gander Hill

Heath

Erection of two bay garage/office – amended block plan received 16.08.2021.

The Town Council notes the submission of an amended block plan (received by Mid Sussex District Council on 16/08/2021) but this does nothing to alter its **strong opposition** to the proposal because of a lack of detail and clarity with regard to the following:

1. total height, including concrete slab;
2. orientation of doors and windows;
3. floor plan;
4. lighting plan, which could affect neighbouring properties;

The Town Council's concerns over drainage may have been addressed by Mid Sussex District Council's Drainage Engineer but the proposal would nevertheless have an overbearing impact on the street scene, neighbouring properties and the character of the Gander Hill area.

DM/21/1775 – 5 Frankton Avenue

Franklands

Retrospective permission for an approx. 2 metre fence along the perimeter of the property.

The Town Council **objects** to this retrospective application for the following reasons:

1. the fence obstructs the sight lines for vehicles exiting Woodridge Close, which means that drivers have to draw out into Frankton Avenue in order to see traffic approaching from the right. This T-junction is a very dangerous junction because of the on-street parking on the south-eastern side of Frankton Avenue, which impacts on the ability of two-way traffic to pass safely;
2. the fence compromises vehicle and pedestrian safety at this important junction, which is close to the Birch Service Station and Princess Royal Hospital in Lewes Road;
3. the fence constitutes an overbearing feature which is out of keeping with the character of the area and has a detrimental effect upon the street scene.

For the avoidance of doubt, the Town Council requests that the fence be removed and that a suitable hedge of appropriate height be reinstated.

DM/21/1939 – 27 Sandy Vale

Ashenground

Two storey side extension. (Revised plans received 17.08.2021.)

The Town Council notes the submission of revised plans (received by Mid Sussex District Council on 17/08/2021) and has no comment to make.

DM/21/2418 – 1–3 Boltro Road

Heath

Change of use from offices to Use Class E, excluding uses E(b) (sale of food and drink for consumption (mostly) on the premises), E(d) (Indoor sport, recreation or fitness), E(e) (medical or health services), E(f) (Creche, day nursery or health services) E(g)(ii) (research and development) and E(g)(iii) (industrial processes). AMENDED DESCRIPTION RECEIVED 18/8/2021.

The Town Council notes the amended description for this application but reiterates its **objection** on the grounds that it supports the Case Officer's decision to refuse the previous application under reference DM/21/0514 and would wish for that decision to be upheld.

DM/21/2652 – 104 Barnmead

Heath

Remove existing garage and erect a two storey side extension with associated alterations.

No comment.

DM/21/2947 – 39 Balcombe Road

Heath

Conversion of existing loft space to form office area with en-suite and storage through the installation of new first to second floor stair and rooflights (including Cabrio Balcony Style) to rear elevation. Revised fenestration at ground floor.

No comment.

DM/21/2960 – 14 The Droveaway

Lucastes

1x Oak to fell close to ground level.

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

DM/21/2970 – 55 Queens Road

Heath

Single storey rear extension with internal and external alterations.

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/21/2991 – Keiley, 2A Turners Mill Road

Heath

Single storey rear extension.

No comment.

DM/21/2993 – Land at Penland Farm, Hanlye Lane

Lucastes

Retrospective minor adjustments to play area and landscaping.

No comment.

DM/21/3001 – 38 Fairford Close

Bentswood

First floor extension and internal alterations.

No comment.

DM/21/3014 – 62 Sydney Road

Heath

Installation of new 'saw-tooth' roof to existing conservatory.

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/21/3029 – Hayworthe Villa, 2 Market Place

Heath

Yew Tree – crown lift by 3 metres.

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

ITEM 5

NOTIFICATION OF APPEAL LODGED WITH THE PLANNING INSPECTORATE

| Date Lodged | References | Site | Description | Appellant | Committee/ Delegated Decision | Procedure |
|--------------------|---|---|--|------------------|--|------------------------|
| 31/08/2021 | AP/21/0050 APP/D3830/W/21/3273696 (DM/20/3539 refers) | 45B Wood Ride HAYWARDS HEATH RH16 4NL | Demolition of existing detached garage. Erection of 1 x 6 bedroom, 3 storey detached property and a pair of 4 bedroom, 3 storey semi-detached properties with detached garaging and associated surface parking. Erection of new gates. (Revised Planning, Design and Access Statement received 02.11.2020. Highways Statement 01.12.2020.) (Technical update – swept path analysis and tree report received 01.03.2021.) | Mr Simon Gruber | Delegated | Written Representation |

cont.

NOTIFICATION OF APPEAL DECIDED WITH THE PLANNING INSPECTORATE

| Date Decided | References | Site | Description | Committee/ Delegated Decision | Appeal Decision | Procedure |
|--------------|---|---|---|-------------------------------------|--------------------|------------------------|
| 26/08/2021 | AP/21/0022 APP/D3830/W/21/3267397 (DM/20/3453 refers) | 402-408 Franklands Village HAYWARDS HEATH RH16 3RS | Two storey rear extension and conversion of 4 existing studio flats to form 4 self-contained 2 bed flats with associated external works including private gardens and parking area. | Delegated | Dismissed | Written Representation |

ITEM 5

**LICENSING TEAM
LICENSING ACT 2003 –
WEEK COMMENCING 30 AUGUST 2021**

Should you require further details on any application please contact us

Licensing@midsex.gov.uk

NEW/VARIATIONS

| App no. | Date Received | Application Type ie. Premises, Club | Applicants | Premises Address | Variation Yes/No | Nature of variation required/ Nature of Application | Latest date for representations to be made. Within 28 consecutive days (Not Personal Licences) Starting day after application received |
|------------|---------------|-------------------------------------|---------------------|---|------------------|--|--|
| LI/21/0930 | 24.08.2021 | Premises | Bestens Brewery Ltd | Orchards Square The Orchards HAYWARDS HEATH RH16 3QH | No | New Premises Licence | 27.09.2021 |

MINOR VARIATIONS

| App no. | Date Received | Application Type ie. Premises, Club | Applicants | Premises Address | Nature of variation required | Latest date for representations to be made. Within 10 working days (Not Personal Licences) Starting day after application received |
|---------|---------------|-------------------------------------|------------|------------------|------------------------------|--|
| | | | | | | |

PUBLIC NOTICE

**Licensing Application
Licensing Act 2003**

An application has been made by **Bestens Brewery Ltd** to the Licensing Authority for Mid Sussex District Council for the grant of a New Premises Licence at **Orchards Square, The Orchards, Haywards Heath, West Sussex, RH16 3QH.**

The application includes proposals for the following licensable activities:

- i) Sale by retail of alcohol for consumption on & off the premises – Saturday and Sunday 09:00hrs to 19:00hrs**

The register for the Licensing Authority for Mid Sussex District Council is kept at Mid Sussex District Council, Oaklands, Oaklands Road, Haywards Heath, West Sussex, RH16 1SS. The application may be viewed at the Main Reception during normal office hours and at www.midsussex.gov.uk – search for Licensing Applications Received.

Responsible Authorities or other persons may make representation on or before **27 September 2021**

All representations shall be made in writing to The Licensing Officer at Mid Sussex District Council.

It is an offence knowingly or recklessly to make a false statement in connection with an application, the maximum fine for which a person is liable is £5,000, on summary conviction for the offence.

Week 1

- DM/21/2555** **1 Sussex Gardens - Franklands**
Oak tree, reduce by 2.5m. Scots Pine x 3 Selectively thin back to closest forks on house/garden side by up to 20%.
- DM/21/2679** **Lloyds Bank 31 - 33 Perrymount Road - Heath**
Determination as to whether prior approval is required for the conversion of the building to 38 residential units under permitted development as allowed for by Schedule 2 Part 3 Class O of the Town and Country Planning Order 2016.
- DM/21/2723** **Chester House Harlands Road - Heath**
Erection of two storey roof extension to provide 14 flats.
- DM/21/3031:** **24 Boltro Road - Heath**
Proposed single storey rear extension to replace existing conservatory.
- DM/21/3034** **16 Penland Road - Lucastes**
Proposed two storey rear extension.
- DM/21/3035** **Lime Tree Cottage 11 Western Road - Bentswood**
Demolition of existing garage and erection of single storey rear/side extension and loft conversion with rear dormers and 2no. roof lights to the front elevations.
- DM/21/3046** **2 The Spinney Eastern Road - Bentswood**
Construction of 2 no. three bedroom dwellings and alterations to the existing dwelling to include a dormer window to the front and rear elevations.
- DM/21/3056** **Rear Of 21 And 22 Colwell Gardens - Ashenground**
Oak (T1) & Sycamore (T2) - Reduce all lateral branches by 2/3m. All scrub and bushes at the base of T1 to be removed.
- DM/21/3066** **Little Haywards Farmhouse Courtlands - Ashenground**
Removal of existing shed and proposed erection of a garden building.
- DM/21/3074** **6 Amberley Close - Lucastes**
Removal of 1 x Oak tree and replanting

Week 2

- DM/21/2976** **Wiston Coppice Way - Ashenground**
1x Garage door Infill with brick and glazed window to match existing and 1xGarage door replace
- DM/21/3048** **10 George Avenue - Franklands**
Loft conversion

- DM/21/3068** **90 - 92 South Road – Heath**
Installation of new illuminated fascia signage, 1no. hanging sign and 1no. menu board.
- DM/21/3109** **7 Ferny Croft - Lucastes**
Ground floor wrap-around extension in materials to match existing building with hipped roof.
- DM/21/3133** **52 Pasture Hill Road - Lucastes**
Garage conversion and change of roof from flat to pitched with rooflights
- DM/21/3139** **133 America Lane - Bentswood**
Single storey rear extension and internal alterations

Week 3

- DM/21/2585** **6 Woodstock Place - Bentswood**
Proposed Loft Conversion. Amended plans received 07.09.2021 showing full elevations of two proposed dormers.
- DM/21/2704** **41 Perrymount Road - Heath**
Proposed two fascia signs on pillars next to each door.
- DM/21/3042** **Spillane Franklands Village - Franklands**
Proposed single storey extension to the back of the garage/side of the kitchen, for use as a downstairs toilet and utility area.
- DM/21/3146** **2 Triangle Road - Ashenground**
Proposed two storey side extension.
- DM/21/3159** **2 Primrose Way - Franklands**
Single storey rear extension.
- DM/21/3174** **The Barn Balcombe Road - Heath**
Over board the existing internal pine cladding with plasterboard.
Move one internal door and demolish a section of partition.
- DM/21/3185** **37 Perrymount Road - Heath**
White acrylic 'Madisons' sign above window.
- DM/21/3193** **2 Bramber Close - Lucastes**
Proposed rear two storey extension.
- DM/21/3205** **Trees Adjacent To And North Of Scout Group The Vic Forster Centre Franklands Village – Franklands**
(T1) Monolith Oak. (T2) Ash - Fell. (T3) Monolith Oak. (T4) Monolith Oak. (T5) Monolith Oak. (T6) Oak - Crown lift by 4m and thin out by 20%
- DM/21/3217** **15 Bridgers Mill - Heath**
T1 Cherry - reduce crown by 1 metre.

DM/21/3225

11 Blunts Wood Road - Lucastes

T1 Oak and T2 Oak - Crown reduce by 1.5 metres.

DM/21/3246

24 Fairford Close - Bentswood

Willow Tree (T1) - Pollard to main stem approximately 3m.