



HAYWARDS HEATH TOWN COUNCIL

Town Hall, 40 Boltro Road, Haywards Heath, West Sussex, RH16 1BA

Tel 01444 455694 Fax 01444 455075

Web www.haywardsheath.gov.uk E-mail town.clerk@haywardsheath.gov.uk

24th May, 2022

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, 30th May 2022 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 minutes of the meeting of the Planning Committee held on Tuesday, 10th May 2022.
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.

Appeals Lodged/Decided: **None**;

Licensing Application: **LI/22/0693 – 21–23 The Broadway**
New Premises Licence.

6. To consider planning applications for comments and observations to be submitted to Mid Sussex District Council (MSDC).
7. To consider MSDC consultation on a review of local requirements for validation criteria for planning applications (document previously circulated by the Town Clerk on 20th May, 2022).
8. To consider any items that the Chairman agrees to take as urgent business.

*'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 COMMITTEE

Minutes of the meeting held on Tuesday, 10 May 2022

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

1. Apologies

There were none.

2. Minutes

The Minutes of the meeting held on Tuesday, 19 April 2022 were taken as read, confirmed as a true record and duly signed by the Chairman.

3. Substitutes

There were none.

4. 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."

5. Planning Appeals

Members noted that the following appeal had been **lodged** in respect of MSDC's decision to refuse planning permission:

Date Lodged & References	Site	Description
13/04/2022 AP/22/0018 APP/D3830/W/21/3289527 (DM/21/2129 refers)	Garage block rear of 34–56 America Lane HAYWARDS HEATH	Demolition of existing garages and erection of 8 new dwellings (6 x one-bedroom flats and 2 x two-bedroom flats). (Amended plans and additional information received 04.10.2021.)

6. Licensing Applications

There were none.

7. Comments and Observations on Planning Applications

Members made comments and observations on 19 planning applications as per Appendix 1 attached.

8. Items Agreed as Urgent by the Chairman

There were none. However, Councillor Laband advised Members that he would be writing to them in the next week or so with regard to a review that Mid Sussex District Council (MSDC) was doing of its validation criteria for planning applications. In other words, what information was required to complete an application for it to be validated. He felt that this was something the Planning Working Group should look at and so, if necessary, he would be calling a meeting in order to discuss and put together some comments to submit to MSDC. The submission deadline for responses was the end of the first week of June 2022.

The meeting closed at 7:51pm.

APPENDIX 1

Week 1

DM/22/0812 – 4 Milton Road

Heath

Two company names/logos displayed at high level and illuminated by LEDs.

Given neighbouring owner concerns relating to possible light pollution, the Town Council asks that Mid Sussex District Council's Environmental Protection Team note and assess this potential issue.

If the application is permitted, the Town Council requests that it be conditional on the lighting being turned off after 22:00 on a daily basis in order to protect resident amenity.

DM/22/1161 – 36 Wickham Close

Heath

Proposed enlargement of front bathroom extension above porch.

No comment.

DM/22/1162 – 144 Western Road

Bentswood

Convert existing garage into habitable space and erect a two storey rear extension and single storey side extension.

No comment.

DM/22/1180 – 38 Lucastes Lane

Lucastes

Double and single storey rear extension. Single story front/side extension.

The Town Council notes the comments from the neighbouring residents at no. 36 Lucastes Lane and asks that Mid Sussex District Council's Case Officer address the concerns raised when determining the application. If it is permitted, a construction hours restriction must be applied as follows in order to protect resident amenity:

Monday to Friday	08:00–18:00;
Saturday	09:00–13:00;
Sunday and Bank/Public Holidays	No work permitted.

DM/22/1185 – 36 Rumbolds Lane

Ashenground

Proposed front porch and 4.3m rear extension.

No comment.

Week 2

DM/22/1055 – 26 Ashenground Road

Ashenground

Proposed hard standing area to park 2 cars and associated landscaping.

The Town Council **SUPPORTS** this application subject to there being a condition attached which would ensure the replacement of the boundary hedge between nos 26 and 28 Ashenground Road - as specified in the documents/photographs accompanying the application - immediately upon completion of the works.

DM/22/1225 – 85 Haywards Road

Ashenground

Proposed single storey rear and side extension.

No comment.

DM/22/1226 – Bramble Lodge, Lyoth Lane, Lindfield

Franklands

Proposed two storey side extension to chalet bungalow including alterations to existing dormers, replacement windows and doors and new car port.

No comment.

DM/22/1262 – 49 Oathall Road

Heath

Yew Tree (T1) – reduce crown by 1.5m; Holly (T2) – fell.

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

Week 3

DM/22/0697 – Land adjacent to 6 Petlands Road

Ashenground

Lawful Development Certificate to retain the use of land as residential garden.

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/22/0742 – 58 Wivelsfield Road

Ashenground

Proposed demolition of bungalow and erection of a pair of semi-detached 3-bedroom dwellings, with parking.

The Town Council has concerns relating to highway access/egress, drainage and the apparent small size of bedroom 3, given that each proposed dwelling has a Gross Internal Area of only 88m².

If the application is approved, the Town Council requests that it be conditional on there being a Construction Management Plan, which must be adhered to, and construction hours restrictions as follows:

Monday to Friday	08:00–18:00;
Saturday	09:00–13:00;
Sunday and Bank/Public Holidays	No work permitted.

This is in order to protect neighbouring resident amenity.

DM/22/0934 – 87 Haywards Road

Ashenground

Removal of existing lean-to structure and garden structure and erection of new single storey rear extension.

No comment.

DM/22/1102 – 30 Wickham Close

Heath

Proposed single storey rear extension with a crown roof.

No comment.

DM/22/1279 – Rosewood Cottage, Birch Close

Franklands

T1 Red Oak – crown reduction by 2 metres; T2 Portuguese Laurel – general maintenance; (G3) 3 x Silver Birches – to fell; (G5) Conifer line – cut back to trunks on slab side; (G7) Small Plum + 2 x Apple Trees – to remove.

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

DM/22/1299 – 10 Haywards Villas
Proposed single storey rear and side extension.

Ashenground

No comment.

DM/22/1314 – 72 Bentswood Crescent

Bentswood

Loft conversion to include rear dormer, two roof windows to front roof (Velux), and a straightening of a barn-style half hip roof to full gable end.

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/22/1335 – 75 Farlington Avenue

Bentswood

Rear dormer 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.

DM/22/1336 – 75 Farlington Avenue

Bentswood

Front two storey extension to include porch and wrap around extension.

No comment.

DM/22/1338 – 72 Sydney Road

Heath

First floor extension over existing ground floor side outrigger.

No comment.

ITEM 5

**LICENSING TEAM
LICENSING ACT 2003 –
WEEK COMMENCING 9 MAY 2022**

Should you require further details on any application please contact us

Licensing@midsussex.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/22/0693	06.05.2022	Premises	Alicia Sandeman	21–23 The Broadway HAYWARDS HEATH RH16 3AB	No	New Premises Licence	06.06.2022

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

ITEM 5

**Licensing Application
Licensing Act 2003**

An application has been made by **Alicia Sandeman** to the Licensing Authority for Mid Sussex District Council for the grant of a New Premises Licence at **21 - 23 The Broadway, Haywards Heath, West Sussex, RH16 3AB.**

The application includes proposals for the following licensable activities:

- i) Sale by retail of alcohol for consumption on the premises –
Monday to Saturday 12:00 to 23:00 hours
Sunday 12:00 to 22:00 hours**
- ii) Any playing of recorded music –
Monday to Saturday 12:00 to 23:00 hours
Sunday 12:00 to 22:00 hours**

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 **6 June 2022.**

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/22/0527 46 Lewes Road - Franklands**
Proposed ground floor rear extension, internal alterations, and alterations to the garage roof
- DM/22/0767 65 Western Road - Bentswood**
Loft conversion incorporating rear dormer and raising of ridge and internal works (Amended plans received 05.05.2022 to comply with certificate A).
- DM/22/1313 2 Lucastes Lane - Lucastes**
Demolish the existing outbuilding and replace with a new ancillary building. Amendment to approved scheme DM/20/2427.
- DM/22/1356 38 Woodridge Close - Franklands**
Proposed first floor extension over existing footprint.
- DM/22/1371 Land Parcel North Of 99 Franklands Village - Franklands**
Proposed residential development of 24 x 2 bed flats.
- DM/22/1392 22 Willow Park - Franklands**
1 x Oak Tree - The middle Oak tree in the back garden - Reduce by 1.5 - 2.5m away from house and neighbours, back to sustainable growth points and maintaining shape. Reason for work: To prevent tree from effecting the roof, allowing light to garden and maintaining current size.
- DM/22/1410 8 Lucastes Road - Lucastes**
Rear Garden - T1 - 1 No. Weeping Silver Birch - fell to ground level.

Week 2

- DM/22/0596 NCP Ltd Harlands Road Car Park Harlands Road - Lucastes**
The clearance of the site and construction of a building containing 64 residential apartments (48 1-bed, 16 2-bed) with associated access, car parking, landscaping and ancillary works. (Financial Appraisal Supporting Statement received 5/5/22)
- DM/22/1328 Elegance 21 - 23 The Broadway - Heath**
Proposed installation of an extraction system for a wood fire pizza oven and a twin wall stainless steel flue
- DM/22/1416 12 Grosvenor Hall Bolnore Road - Lucastes**
Oak (T1) - Fell. Oak (T2) - Removal of epicormic growth and prune back on the house side by no more than 2.5m, back to natural target pruning points. Oak (T3) - Trim back lowest branch by 6 feet.
- DM/22/1426 3 Redwood Drive - Ashenground**
1 x Oak Tree - Reduce 3 branches by no more than 5 meters overhanging property at 13 Ashenground Close. Tree works proposed as feared dangerous and blocks light to the property.
- DM/22/1431 11 Fields End Close - Bentswood**
Addition of a single storey glass roof located on the rear elevation of the property

DM/22/1446 North Haven Fox Hill - Franklands
Demolition of existing porch, construction of single storey rear extension, together with associated internal and external alterations.

DM/22/1472 NatWest 1 Muster Green South - Ashenground
Replace all existing signage with new branded signage, window graphics and digital screen

DM/22/1480 57 College Road - Heath
Proposed ground floor rear extension

DM/22/1485 35 College Road - Heath
Proposed single storey rear extension

Week 3

DM/22/0682 Chelsea House 8 - 14 The Broadway - Heath
Construction of a 4th floor above existing to provide 4 new flats

DM/22/1411 11 Lucastes Lane - Lucastes
New single-storey rear extensions, new porch, alterations to detached garage and internal alterations.

DM/22/1455 Ferndown 1 Gander Green - Heath
Retrospective 2-metre wooden closed board fence adjacent to highway with matching gates.

DM/22/1462 43 The Broadway - Heath
Change of use from a Sui generis to offices on the ground floor and C3 (residential) on upper floors to allow for 4 1-bed flats; four-storey extension in place of the redundant single-storey building to the rear and over the existing three-storey front building, together with upper floor terrace, and associated internal and external alterations.

DM/22/1477 1 The Cedars - Heath
1x oak tree to remove overhanging branches over roof.

DM/22/1528 24 Church Avenue - Heath
Installation of 2m high closeboard fence along 25m (rear garden section only) of property boundary along Queens Road, Haywards Heath.

DM/22/1529 48 Franklynn Road - Ashenground
Proposed dropped kerb

DM/22/1559 Pennington House Franklands Village - Franklands
T5 - Hornbeam - Fell as close to ground level as possible. This work is required as there is extensive stem decay and fungal fruiting bodies present. T7 - English Oak - Remove major deadwood. This work is required as there is major deadwood in the tree's crown. T11 - Wild Cherry - Crown lift to 5 metres over highway only. This work is required as there are low hanging branches over the highway.

- DM/22/1560 Westwick 45 Lewes Road - Franklands**
1 x Ash - Remove as suffering from Ash dieback.
- DM/22/1561 Hurstwood Place Hurstwood Lane - Franklands**
Single storey extension, detached single storey hydrotherapy poolhouse, detached shed and associated hard & soft landscaping for accessibility enhancements.
- DM/22/1562 30 Quarry Hill - Lucastes**
Two storey rear extension with new dormer. Remove existing clay tiles and replace with a rendered finish to match the proposed extension, two rooflights: one to the proposed dormer and one to the proposed rear roof pitch. Associated alterations to front elevation, garage and parking.
- DM/22/1563 65 Blunts Wood Road - Lucastes**
Ground floor rear extension to relocate kitchen.
- DM/22/1564 9 George Avenue - Franklands**
Loft conversion
- DM/22/1583 The Vicarage Franklands Village - Franklands**
: T1, T2 & T3 - 3 No. Lawson Cypress - reduce upper crowns by approximately 5 metres

Committee Meeting: Planning

Report of: Town Clerk

Date: 30th May 2022

Subject: Review of Mid Sussex District Council's Local Validation List for Validation of Planning Applications (May 2022)

Purpose of Report:

1. The purpose of this report to consider and make response for a third-party consultation.

Summary:

2. Since 2008 local planning authorities have been required to publish a list of information, they require to validate the planning applications that they receive. Mid Sussex District's Local List was adopted in December of 2010. This validation list details specific local validation requirement for applications made in Mid Sussex District. Provision of local information requirements is one of the requirements for a valid planning application as detailed in the National Planning Policy Framework. The government requires local planning authorities to review local information requirements every two years. In addition, since its adoption in 2010, there have been a significant number of changes to planning legislation, policy and guidance. Mid Sussex Local List was previously reviewed in September 2020 and it is now considered timely to review MSDC's current local validation requirements. Members views are sought on the consultation to formulate a response.

Recommendation:

Members recommended to consider the consultation, as previously circulated, and resolve the response, with additions and amendments, if necessary, as per main body of this report.

Background:

3. The full consultation has been circulated by the Town Clerk and can be found under the additional documents tab on the Town Council or by request directly from the Town Hall.
4. Draft response a per feedback from Councillors prior to the issuing of the agenda.

Thank you for the opportunity to comment upon the Review of Mid Sussex District Council's Local Validation List for Validation of Planning Applications (May 2022). The Town Council took the opportunity to consider the document at a meeting of the Town Council's Planning Committee dated 30th May 2022 with the following matters being raised.

- The Town Council is particularly concerned that the flood modelling is not fit for purpose. A suspicion is that the current models are linear in nature while the impact of climate change will be highly non-linear. The Town Council has raised concerns generally regarding water capacity and water usage during the consideration of previous planning applications.

- We do not accept that the hundred-year flood return is adequate in the view of current rainfall returns and flash flooding.
- As is the assessment on the ability of the foul water and sewage system to cope with the additional housing. Statistical proof should be required demonstrating head room on the ability of immediate surrounding sewage infrastructure to cope.
- With regards to the ability of suppling authority to supply fresh water and the head room that the authority has in the event of drought. The statutory legislative requirement to supply to be ignored but in reality, checking the actual anticipated rainfall figures in the coming years given South East England, traditionally driest area of England but recent years rainfall, statistics will show that the area will likely become even drier.
- Regarding bio-diversity. The Town Council is comfortable with reports being curated/delivered by qualified ecologists/wildlife experts. However, to acknowledge localism legislation, there should be a mechanism to include feedback from the local residents with knowledge of local wildlife. Where a difference of opinion surfaces between the expert and local residents this needs to trigger an exception process review - as the expert may be mistaken in their assessment. Track record of recommendations from the experts should also be available for review.
- Road safety should be enlarged to take in into consideration anticipated traffic movements and not be restricted in isolation to one site, but to take into consideration future housing in the locality, with National Policy adherence to road user priority referenced and applied.
- Travel Policy vouchers to be index linked and base price of £150.00 to be increased to minimum of £500.00.
- Concern was raised regarding the tree survey requirement where there are trees within 15 metres of the proposed development. We have received complaints where trees, including mature oak trees have been deliberately removed before an application is submitted. This undermines the process and there should be a penalty remedy where such action has been taken. Policy to prevent removal of any trees immediately a site has been allocated for development, with retention or removal to be part of any planning application process.
- Page 2 Proposed elevations – External Elevations/Block Plans should detail clearly where bin storage, to comply with MSDC SPD requirements, will be sited. This should not be an afterthought
- Page 13 down delete sub heading “This may include” and replace with “This should include”

If you would further clarification on the points raised above, please do not hesitate to contact the Town Council

Financial Implications: None
Legal Implications: None

Town Clerk