



**HAYWARDS HEATH
TOWN COUNCIL**

Town Hall 40 Boltro Road, Haywards Heath West
Sussex, RH16 1BA
Tel: 01444 455694
Website: www.haywardsheath.gov.uk
Email: town.clerk@haywardsheath.gov.uk

11th June 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 17th June 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 Tuesday, 28th May 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 MSDC.
8. To consider planning applications for comments and observations to be submitted to Mid Sussex District Council (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, A Murray, 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 Tuesday 28th May 2024, commencing at 07.00 pm.

Present

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

Also present 1 member of the public, Cllr Kenny, Deputy Clerk and Committee Clerk

* Absent

**Apologies

1 Apologies

There were no apologies to note.

The Chairman wished to thank Cllr Ellis for having been part of the committee over the previous years. The Chairman had welcomed Cllr Ellis' participation, passion and pertinent questions and comments.

The Chairman then welcomed Cllr Murray to the committee, this was echoed by the other members.

2 Minutes

The minutes of the meeting held on Tuesday, 7th May 2024 were taken as read, confirmed as a true record and duly signed by the Chair.

3 Substitutes

There were none.

4 Public Forum

No comments were made at this point in the meeting.

5 Members Declaration of Interest

Cllr Bashar made the following declaration.

"I declare a personal interest in all planning applications under agenda item 12 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."

There were no other declarations of pecuniary or other interests.

At this point in the meeting the chairman brought forward ITEM 10 for discussion.

6 Planning Appeals

Members noted that no appeals pertaining to HHTC had been lodged with MSDC:

Licensing Applications

Members noted the licencing application pertaining to HHTC received.

App no	Date received	Application Type	Applicants	Premises Address	Variation Yes/No	Nature of Application	Latest date for representations to be made
LI/24/0554	02/05/2024	Premises	Sainsburys Supermarkets Ltd	Sainsburys Bannister Way, Haywards Heath, RH16 1DG	Minor	Changes to the internal layout	22/05/24 (change of date, was 16/05/2024)

7 Planning decisions from Mid Sussex District Council.

Members noted the following decisions.

Application Ref	Address	Agenda Date	HHTC Comment	MSDC Decision
DM/24/0103	21 Blenheim Mews, Southdown	25/03/2024	No Comment	Withdrawn
DM/24/0371	23 Highland Road, RH16 4DD	15/04/2024	Defer to the MSDC officers' decision as LDC	Withdrawn
DM/24/0668	19 South Road, RH16 4YY	15/04/2024	No Comment	Permitted
DM/24/0709	2 West Common, Lindfield	15/04/2024	No Comment	Permitted
DM/24/0766	19 Sandrocks Way, RH16 4JL	15/04/2024	Object	Permitted
DM/24/0793	Joan Nightingale House, Land near 11 Ferny Croft	15/04/2024	Defer to the opinion of the MSDC tree officer	Permitted
DM/24/0871	26A Boltro Road, RH10 1BB	07/05/2024	No comment	Permitted
DM/24/0922	Land rear of 16 Mill Stream Meadow, RH16 1TH	07/05/2024	Defer to the opinion of the MSDC Tree officer	Consent
DM/24/0999	63 Oathall Road, RH16 3EL	07/05/2024	Defer to the opinion of the MSDC Tree Officer	No Objection

Cllr Kenny arrived at 07.27pm

- 8 To consider Street naming for a new residential development on land off Bentswood Crescent**
The Deputy Clerk referred to his report in the agenda pack.

The Chairman shared the three road name options and asked the committee to vote.

With a vote of 6 in favour

Members **RESOLVED** to put forward the road name of Hilltop View.

- 9 To Consider Street naming for a new residential development on land at North Road.**

The Deputy Clerk referred to his report in the agenda pack.

With all being in favour and without discussion.

Members **RESOLVED** to accept the suggested road name of Foxes Mews.

- 10 To consider an application for a Definitive Map modification Order (DMMO)**

WSCC have received an application to add a footpath to the Definitive Map. The County Council is required to investigate to decide whether or not to make an order as requested modifying the definitive map.

The Chairman invited the member of the public in attendance to speak.

Local resident spoke about the history of the footpath and surrounding area. He advised the DMMO application had been submitted by a previous homeowner, who after moving out of the area still owned a small landlocked parcel of land.

The footpath is well looked after by the local residents and is a wildlife haven. He told the committee that although the lane is a private road the footpath is a well-used cut through.

He advised that in the past the owner of the land parcel had offered the land for sale to neighbouring residents and a local estate agent, the offer had been turned down. He also explained that the owner had damaged the hedge by cutting a section out and putting in a gate to access the land.

The chairman thanked the member of the public for his comments.

The member of the public left the meeting.

A short discussion took place. Cllr Nicholson had previously met with the member of the public and she agreed the lane was obviously well loved by the local residents and was indeed a haven for wildlife. She also noted it was a well-used and useful cut through. She agreed that the hedge should not have been touched, in her opinion.

Members **RESOLVED** to submit the following comment to WSCC

1.the Town Council is aware that members of the public have had uninterrupted use of the path for a period of at least 20 years;

2.in order to safeguard the route from being closed off in some way at some point in the future and to acknowledge its value to the community, the Town Council would support it being formally recognised as a path from top (north) to bottom (south), i.e. from New England Road to Woodlands Road/Windermere Road;

3. not having any expertise in this field, the Town Council would like to know what the path would be designated as - for example, would it be footpath or public right of way? - and what impact/responsibilities this designation might exact on landowners;

4. the Town Council understands that this application has been submitted by the owners of a small, 'landlocked' piece of land which lies adjacent to the path. In order to gain access to their land, the owners have effectively cut an opening through the existing well-established hedge on to the path. The Town Council is concerned that this may have been done unlawfully and to the detriment of the hedge, which is not owned by the applicants.

11 Consider a Traffic Regulation Order (TRO) at Gamblemead (Cape Road) and Spring Bank.

The Chairman referred to the Deputy Clerks report advising that West Sussex County Council have received a request to make a permanent Traffic Regulation Order at Gamblemead (CAPE Road) and Spring Bank.

MSDC Cllr Kenny spoke. He explained the location of the site to members of the committee. He advised of the two issues which were the speeding where the road changes from 30mph to 60mph and the poor lighting.

A short discussion took place.

With all in favour, **Members RESOLVED to support the TRO.**

Cllr Kenny left the meeting.

12 Comments and Observations on Planning Applications

Members made comments and observations on 17 Planning Applications as per Appendix 1 attached.

13 Items Agreed as Urgent by the Chair

There were none.

The meeting closed at 08.08pm.

Appendix 1

Planning Applications Received [Week 1](#)

Application Reference	Address/Description	Ward	Comments
DM/24/0699	1A Little Bentswood, Haywards Heath, RH16 3HF	Haywards Heath - Bentswood And Heath East	With reference to the email correspondence between the applicant/architect and Mid Sussex District

	Variation of condition 13 of planning application 13/00143/FUL - Substitution of approved drawings with a revised proposal drawing incorporating selected non-material and minor material amendments to the approved scheme. (Amended plans received 23/04/2024)		Council's Planning Officer, the Town Council supports the Planning Officer's stipulation that the size of the dormer be reduced.
DM/24/0875	Parkers MOT And Tyre Centre Ltd, Units 1 And 2 12 Bridge Road, Haywards Heath The proposed development involves the demolition of the existing buildings and construction of two steel framed, metal clad buildings to replace the existing garage workshop, van hire and Rok Skool.	Haywards Heath – North Central	No comment
DM/24/1027	1 Lucastes Avenue, Haywards Heath, RH16 1JE Proposed rear extension, new front door, landscaping changes and new shed	Haywards Heath - Lucastes And Bolnore	No Comment
DM/24/1037	5 Gower Road, Haywards Heath, RH16 4PH Proposed insulated render to all external facing walls	Haywards Heath - Ashenground	WITHDRAWN
DM/24/1065	Sans Souci, Snowdrop Lane, Lindfield, Haywards Heath Proposed two storey side extension to include partial conversion of garage.	Haywards Heath - Franklands	No Comment
DM/24/1076	The Changing Workplace Ltd, 1 Boltro Road, Haywards Heath West Sussex Conversion of part of first and second floors to create two self-contained flats. Cycle parking and bin storage facilities.	Haywards Heath – Bentswood and Heath West	No Comment
DM/24/1097	Commercial House, 52 Perrymount Road Haywards Heath West Sussex Change of use of the site from retail and office use (Class E) to a residential use (Class C3), this application seeks to convert the property into 8x flats (5x 1-bedroom flats and 3x 2-bedroom flats).	Haywards Heath - Bentswood And Heath West	No comment other than to welcome the fact that in the Acoustic Report accompanying the application, the authors have acknowledged the proximity of Clair Hall to Commercial House and have assumed that 'activities may resume in the Hall in due course, which would include the facility for the playback of amplified music'.

DM/24/1098	12 Queens Road, Haywards Heath, RH16 1EB Proposed single storey rear extension.	Haywards Heath – North Central	No comment
-------------------	---	---------------------------------------	------------

Planning Applications Received [Week 2](#)

Application Reference	Address/Description	Ward	Comments
DM/24/0813	Shangri La, Queens Road, Haywards Heath Proposed erection of 1 no. new dwelling with car parking	Haywards Heath – North Central	No Comment
DM/24/1059	Parkers MOT And Tyre Centre Ltd Units 1 And 2 12 Bridge Road Haywards Heath, RH16 1UA Proposed signage - Unit A - 6 signs of various sizes for the building owner and the building occupier. Unit B - 6 signs of various sizes for the building owner and both building occupiers.	Haywards Heath -North Central	No Comment
DM/24/1111	Sussex House, Perrymount Road, Haywards Heath Change of Use from office (Class E) to residential (Class C3).	Haywards Heath – Bentswood and Heath West	No comment other than to welcome the fact that in the Acoustic Report accompanying the application, the authors have acknowledged the proximity of Clair Hall to Sussex House and have assumed that 'activities may resume in the Hall in due course, which would include the facility for the playback of amplified music'.

Planning Applications Received [Week 3](#)

Application Reference	Address/Description	Ward	Comments
DM/24/1173	1 Farlington Avenue, Haywards Heath, RH16 3EZ Dormer extension to side and rear.	Haywards Heath - Bentswood And Heath East	No comment
DM/24/1196	23 Highland Road, Haywards Heath, RH16 4DP Proposed annexe building to the rear of property	Haywards Heath - Ashenground	No comment

DM/24/1206	<p>9 Wythwood, Haywards Heath, RH16 4RD</p> <p>Proposed single storey side extension and first floor extension</p>	Haywards Heath - Franklands	No comment
DM/24/1216	<p>47 Lucastes Avenue, Haywards Heath, RH16 1JZ</p> <p>Proposed new boundary railing and setback gates on Lucastes Avenue frontage.</p>	Haywards Heath - Lucastes And Bolnore	<p>The Town Council is disappointed by and OBJECTS to this application for the following reasons:</p> <ol style="list-style-type: none"> 1. it does not do nearly enough to address the issues that were raised under the previous application (see DM/23/1273); 2. the revised proposal for the railings and gates remains out of keeping with the semi-rural 'village' character of the locality; 3. the proposed reduction in height of the railings presents a potential health and safety hazard because the spikes could cause injury if, for example, a child were to climb up on them; 4. the original view of Mid Sussex District Council's Conservation Officer – which included reference to a gate of 5 bar timber design – has once again been ignored. <p>The applicant does appear to have addressed the positioning of the vehicular access gate by setting it back from the highway but overall, the Town Council finds this application disingenuous.</p>
DM/24/1219	<p>59 Sunnywood Drive, Haywards Heath, RH16 4PD</p> <p>Proposed single storey extension to the rear</p>	Haywards Heath - Ashenground	No comment

DM/24/1220	59 Sunnywood Drive, Haywards Heath, RH16 4PD Proposed single storey extension to the rear (listed building consent)	Haywards Heath - Ashenground	No comment
-------------------	---	-------------------------------------	------------

ITEM 6

NOTIFICATION OF APPEALS LODGED WITH THE PLANNING INSPECTORATE

Date Lodged	References	Site	Description	Appellant	Committee/ Delegated Decision	Procedure
-	-	-	-	-	-	-

LICENCING APPLICATIONS LODGED

App no	Date received	Application Type	Applicants	Premises Address	Variation Yes/No	Nature of Application	Latest date for representations to be made
LI/24/0710	03/06/2024	Premises	Michael Green	Savanagh Café Bar, 44/46 The Broadway, Haywards Heath, RH16 3AL	Yes	To extend the times for sale of alcohol, live music, late night refreshment and opening hours.	01/07/2024

Planning decisions received from Mid Sussex District Council

Application Ref	Address	Agenda Date	HHTC Comment	MSDC Decision
DM/24/0113	Victoria Park, South Road	12/02/2024	Support	Permitted
DM/24/0699	1A Little Bentswood, RH16 3HF	15/04/2024	No Comment	Permitted
DM/24/0819	CN Guy & Son, 11 Sussex Road	15/04/2024	No comment	Permitted
DM/24/0860	57 Franklands Road, RH16 4DS	07/05/2024	No Comment	Refused
DM/24/0909	Bolnore Village Primary School, RH16 4GD	07/05/2024	No Comment	Permitted
DM/24/0913	Flat 33 Wilton House, Great Heathmead	07/05/2024	No Comment	Permitted
DM/24/0914	Flat 5 Wilton House, Great Heathmead	07/05/2024	No Comment	Permitted
DM/24/1037	5 Gower Road, RH16 4PH	28/05/2024	Withdrawn	
DM/24/1097	Commercial House, 52 Perrymount Road, RH16 3DT	28/08/2024	Welcomed the acoustic report.	Permitted

ITEM 8**Planning Applications Received Week 1**

Application Reference	Address/Description	Ward	Comments
DM/24/1074	45B Wood Ride, Haywards Heath, RH16 4NL Proposed front extension with pitched roof and flat roof double dormer that is to be clad in timber. Single storey side extension with flat roof. Changes to existing conservatory windows and external glazed door.	Haywards Heath - Ashenground	No comment
DM/24/1150	59 Farlington Avenue, Haywards Heath, RH16 3EZ Elder Tree to fell to ground level. Portuguese Laurel to be reduced by 2 meters.	Haywards Heath - Bentswood And Heath East	Suggest defer to MSDC Tree Officer
DM/24/1205	62 Lewes Road, Haywards Heath, RH17 7SN Demolition of existing rear extension with roof terrace. New proposed rear extension on approx the same footprint to include roof terrace	Haywards Heath - Franklands	No relevant planning history.
DM/24/1211	124 Beech Hill, Haywards Heath, RH16 3TT Oak Tree - Reduce lateral spread by 3-4 metres and reduce height by 2-3metres. Crown thin by 20%.	Haywards Heath - Franklands	Suggest defer to MSDC Tree Officer
DM/24/1267	7 Ashenground Close, Haywards Heath, RH16 4PT Development of roof space to form 2 no. bedrooms and shower room with dormer window to rear elevation.	Haywards Heath - Ashenground	No previous planning history.
DM/24/1269	25 Bolnore Road, Haywards Heath, RH16 4AB Installation of 7x Hoarding Panels	Haywards Heath - Lucastes And Bolnore	No comment

Planning Applications Received Week 2

Application Reference	Address/Description	Ward	Comments
DM/24/0979	141 South Road, Haywards Heath, RH16 4LY	Haywards Heath - Ashenground	No comment

	Proposed signage to advertise Miniature Manors Ltd		
DM/24/0980	141 South Road, Haywards Heath, RH16 4LY Proposed renovations to improve the overall aesthetic of the shop front.	Haywards Heath - Ashenground	No comment.
DM/24/1296	2 Lucas Way, Haywards Heath, RH16 1JR T1 - Thiya Plicata - Crown reduce by 3m. T2 - Malus - Crown reduce by 1m. T3 and T4 - Hawthorn - Crown reduce by 2m. G1 - unknown - ivy clad monolith x2 - Fell. T5- Maple - repollard.	Haywards Heath - Lucastes And Bolnore	Suggest defer to the opinion on the MSDC Tree officer.

Planning Applications Received **Week 3**

Application Reference	Address/Description	Ward	Comments
DM/24/1196	23 Highland Road, Haywards Heath, RH16 4DP Proposed annexe building to the rear of property (Amended Plans and Application Form received 03/06/2024)	Haywards Heath - Ashenground	History- previously seen at Planning 28 May 2024 HHTC comments were 'No Comment' Amended plans include the addition of the proposed sewer system to the block plan.
DM/24/1304	Brambletyne, 5 The Rushes, Haywards Heath 5 x Oak Trees, Reduce overhang into 41 Marlow Drive by 2 meters.	Haywards Heath - Franklands	Suggest defer to MSDC Tree Officer
DM/24/1315	Land Adj. To 40 Lewes Road, Haywards Heath, RH17 7SN T1 Oak - Fell. T2, T4 and T5 Holly - coppice up to 1 meter. T3 Hawthorn - coppice up to 1 meter. T6 Oak - remove wounded subdominant stem leaving 2m stub.	Haywards Heath - Franklands	Suggest defer to MSDC Tree Officer
DM/24/1357	Homeleigh, Lowfield Road, Haywards Heath Proposed demolition of existing conservatory, erection of a single storey rear extension and new pitched roof to replace the section of flat roof over the existing dwelling	Haywards Heath - Ashenground	No planning history.
DM/24/1360	Land Adj. To Henry House, 85 Renfields, Haywards Heath 4 x limes - Monolith	Haywards Heath - Lucastes And Bolnore	Suggest defer to MSDC Tree Officer