

HAYWARDS HEATH TOWN COUNCIL

PLANNING ADVISORY GROUP

Notes of the meeting held on Monday, 7 June 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

Also present: Councillor Mrs S Ellis, who had registered to speak with regard to application number DM/21/1754 – 37 Gander Hill;

Regarding application number DM/21/1754 – 37 Gander Hill:

Mrs Christine Bacon, who had registered to speak *against* the application.

9. Apologies

The following apologies were received:

Member	Reason for Absence
Cllr Mrs C Cheney	Holiday
Cllr R A Nicholson	Work commitment

10. Minutes

The notes of the meeting held on Monday, 17 May 2021 were confirmed.

11. Substitutes

There were none.

12. Members' Declarations of Interest

Councillor Clive Laband made the following declaration:

"I declare a personal interest in all licensing applications under agenda item 5 as an elected Member of Mid Sussex District Council (MSDC) and as an appointed Member of the (MSDC) Licensing Committee.

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.

cont.

12. Members' Declarations of Interest (cont.)

I further reserve the right to alter my views should the applications come before the Licensing Committee or 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."

One other declaration was made as follows:

Member	Agenda Item No.	Location	Nature of Interest
Cllr S Wickremaratchi	Agenda Item 7 – consultation on proposed Traffic Regulation Order to enforce a 7.5 tonne vehicle weight limit	Lindfield – Lewes Road (B2111), between High Street and Gravelly Lane	Is West Sussex County Councillor for Haywards Heath Town electoral division and Senior Adviser to the West Sussex County Council (WSCC) Cabinet Member for Highways and Transport

13. Planning Appeals

There were none.

14. Licensing Applications

Members considered the following applications for a premises licence, which had been **lodged** with MSDC:

Application No. & Applicant	Application Type	Premises Address	Nature of Application/ Variation
LI/21/0416 Loungers UK Ltd	Premises	90–92 South Road HAYWARDS HEATH RH16 4LL	New premises licence
LI/21/0441 Elizabeth Baily & Jane Attew	Premises	Pruners Hair & Beauty Unit 11 The Orchards HAYWARDS HEATH RH16 3TH	New premises licence

cont.

14. Licensing Applications (cont.)

They **AGREED** that the following representations should be made to MSDC's Licensing Team:

Application No. LI/21/0416 – (Lounge) 90–92 South Road

The Town Council **supports** the application and would be keen to see the business develop subject to the following conditions being imposed:

1. the termination hour for the supply of alcohol should be set at 2300 hours in order to protect the public from nuisance and to comply with the licensing objective of the prevention of public nuisance;
2. the termination hour for the New Year's Eve/New Year's Day seasonal variation should be set at 0300 hours on New Year's Day in order to protect the public from nuisance and to comply with the licensing objective of the prevention of public nuisance. This would be in line with all other licensed premises in Haywards Heath and nearby.

Application No. LI/21/0441 – Pruners Hair & Beauty, Unit 11, The Orchards

The Town Council would **support** the application on the basis that the serving of alcohol is limited to a maximum of six times a year (at a marketing event, for example) and is **not** served at any other time. This is in order to protect the public from nuisance and to comply with the licensing objective of the prevention of public nuisance.

15. Comments and Observations on Planning Applications

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

16. Consultation on Proposed Traffic Regulation Order – Lewes Road (B2111), Lindfield

Members had before them a consultation from Lindfield Parish Council, working in association with Project Centre Ltd, on a proposal to introduce a Traffic Regulation Order (TRO) that would enforce a 7.5 tonne weight limit along the stretch of Lewes Road (B2111) between High Street and Gravelye Lane. The restriction would prohibit vehicles greater than 7.5 tonnes from using the route, except for local access.

The proposal provoked considerable comment from Members, particularly in view of the detrimental impact the intended diversionary route through Haywards Heath would have on the town. Whilst there was some sympathy for Lindfield's predicament and for what it was trying to achieve and why, i.e. to reduce the number of heavy goods vehicles (HGVs) travelling through the village and thus reduce congestion and pollution, Members were adamant that Lindfield's problem should not be solved by transferring it on to the roads of Haywards Heath. What was needed was for WSCC, as highways authority, to stand back and start looking seriously at road uses in the *entire* area. Councillor Wickremaratchi, in his role as a County Councillor, was asked to take this up with WSCC Highways.

With every Member having had the opportunity to express his/her views, Councillor Laband assembled the relevant points that would comprise the Town Council's response to the consultation. This was **AGREED** as follows: ***cont.***

16. Consultation on Proposed Traffic Regulation Order – Lewes Road (B2111), Lindfield (cont.)

The Town Council **objects** to this Traffic Regulation Order (TRO) application in the strongest possible terms and is disappointed that as the neighbouring council and a key stakeholder, it was not afforded some form of pre-consultation from Lindfield Parish Council.

The Town Council has grave concerns about how the TRO, if it were adopted, would have a very negative effect upon Haywards Heath. Specifically, the accident rate along the proposed 'closure' route is about 5 or 6 vehicles over 5 years. The intended diversion route has suffered well over 200 accidents during the same time frame. (Source for accident data – <https://www.crashmap.co.uk>)

The TRO would force polluting and damaging heavy goods vehicles (HGVs) to extend this part of their journey by exchanging a 1.4 mile route – High Street to the junction of Bedales Hill/Lewes Road – for a 3.6 mile route through Haywards Heath, effectively using the town as an HGV corridor. The proposed diversion route would also require vehicles to go past 4 schools and the Princess Royal Hospital en route to reach their required destination. The additional mileage for that route would require 148g of carbon dioxide (CO₂) minimum per HGV per kilometre, which equates to well over 0.5kg of additional CO₂ emissions from every lorry. Based on 100 vehicles, that would equal 50kg a day and 16 tonnes per annum.

The TRO undermines the objectives of the Haywards Heath Town Centre Masterplan and moreover, the Town Council's 'Destination Haywards Heath' document upon which the Masterplan is based. Destination Haywards Heath was formulated specifically to reduce the amount of through traffic for Haywards Heath to avoid the very problems that the town is being asked to shoulder on behalf of Lindfield now.

17. Items Agreed as Urgent by the Chairman

There were none.

The meeting closed at 9:11pm.

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 Government lifts the restrictions on social distancing which will allow a return to the Council Chamber and/or the Town Hall is ready 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

cont.
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.

APPENDIX 1

Week 1

DM/21/1724 – 30 Lucastes Road

Lucastes

T1 and T3 Birch – crown reduce by no more than 3 metres. T4 Silver Birch – crown reduce by no more than 3 metres.

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

DM/21/1758 – Willow Tree Pre School, Barn Cottage Pavilion, Barn Cottage Lane Bentswood

New mixed use purpose-built community centre with use by day nursery together with joining tunnel to existing pavilion.

Given that this proposal is broadly the same as that approved under application DM/19/1624, the Town Council **supports** this application and reiterates its response to DM/19/1624, which remains relevant:

The Town Council fully **supports** this application which, if successful, would make a welcome and much needed addition to the provision of community facilities in this part of Haywards Heath. The building is of a sustainable design and the Planning Statement accompanying the application indicates compliance with the following policies of the Mid Sussex District Plan 2014–2031: DP1, DP2, DP3, DP24, DP25, DP28 and DP39. With regard to the Haywards Heath Neighbourhood Plan, the Town Council believes that the proposal meets Objective 6A (coordinate and improve green infrastructure in the town) paragraph 6.1 and complies with elements of Policies E1 and E9.

The Town Council requests that any permission granted is subject to the following conditions:

1. in order to protect the amenity of local residents, works of construction (including the use of plant and machinery, and deliveries or collection of plant, equipment or materials) 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;
2. in accordance with the recommendation of Mid Sussex District Council's Senior Environmental Health Officer (email dated 09/05/2019 refers), a separate wash hand basin shall be fitted in the kitchen in addition to the main kitchen sink;
3. in the event that the centre is 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;
4. in order to protect local residents from undue noise and disturbance, all users shall vacate and secure the building by 2300 hours at the latest. This shall apply on all days of the week and on Bank Holidays and Public Holidays.

Furthermore, as the project evolves and progresses, those responsible for its delivery are asked to consider the following:

- a. the installation of an effective and robust CCTV system in order to safeguard the centre against vandalism and to deter antisocial behaviour;
- b. any proposals to install an air conditioning system (with its associated heat exchanger(s)) would have to ensure compliance with Mid Sussex District Council's environmental health requirements;

cont.

DM/19/1624 – Barn Cottage Pavilion, Barn Cottage Lane (cont.) **Bentswood**

c. any proposals to introduce a lighting scheme for the exterior of the centre must be sympathetic to the locality and must safeguard local residents from unacceptable levels of light and disturbance. Advice on 'warm white' LED lighting should be sought from Mid Sussex District Council.'

DM/21/1777 – 24 Allen Road **Bentswood**

T1 Oak, asymmetrical upper crown, one lower lateral branch growing west has a large open wound for about 3 metres with exposed heartwood. Propose to remove this lower limb. Crown reduce northern aspect by 2 metres. Reduce easterly aspect by 2 metres. Reduce southern aspect by 2 metres. Reduce westerly aspect by 4metres. Remove all dead wood over 50mm.

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

DM/21/1786 – 56–58 The Broadway **Heath**

Retrospective application seeking the erection of a raised terrace/seating area.

No comment.

DM/21/1825 – 17 Lewes Road **Franklands**

Beech Tree (A) – lift the crown to a height of 6 metres above ground level. Leylandi x 4 (B, C, D and E) – fell. Ash x 2 (G and H) – fell. Ash (F) – reduce branches overhanging boundary.

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

Week 2

DM/21/0100 – Penland Farmhouse, Hanlye Lane **Lucastes**

Creation of a second independent access from Penland Farm Cottage for Penland Farmhouse. Alignment with existing driveway supported by kerb upstand to match/tie in with existing. Removal of existing retaining wall.

No comment.

DM/21/1155 – 30 Lucastes Road **Lucastes**

Two storey side extension. New detached garage building to front of property.

No comment.

DM/21/1754 – 37 Gander Hill **Heath**

Erection of two bay garage/office.

The Town Council **objects** to this application in the strongest possible terms due to its lack of detail 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;
5. drainage in terms of sustainable drainage and run-off to neighbouring properties.

DM/21/1797 – 35 Dellney Avenue **Bentswood**

Proposed hip to gable extension and rear flat roofed dormer.

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/21/1805 – Oak Cottage, 31 Balcombe Road

Heath

Proposed detached double garage.

No comment.

DM/21/1819 – Central House, 25–27 Perrymount Road

Heath

Prior approval for change of use from Office (B1) to 48 flats (C3) (44 no. 1 bedroom and 4 no. 2 bedroom).

The Town Council **objects** to this application. Policy E9 of the Haywards Heath Neighbourhood Plan (HHNP) requires developers to 'make best use of the site to accommodate development'. With planning permission already granted under DM/20/1137, scaling down to a permitted development application clearly demonstrates that this planning policy objective would not be delivered, and therefore would effectively swindle the community. It fails to engage with the employment objective of the HHNP and should be refused.

DM/21/1825 – 17 Lewes Road

Franklands

Beech Tree (A) – lift the crown to a height of 6 metres above ground level and 2.5 metre all round crown reduction. Leylandi x 4 (B, C, D and E) – fell. Ash x 2 (G and H) – fell. Ash (F) – reduce branches overhanging boundary. (Amended description: 21.05.2021.)

The Town Council notes the amended description dated 21/05/2021 and defers this decision to Mid Sussex District Council's Tree Officer.

DM/21/1830 – 48 Wickham Way

Heath

Proposed two storey rear extension to replace existing extension.

No comment.

DM/21/1839 – Longacre, 9 Lewes Road

Franklands

Reduce 5 limbs of Oak by 1–1.5m to old points.

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

DM/21/1868 – 17 Rumbolds Lane

Ashenground

Single storey front wrap around side extension.

No comment.

DM/21/1881 – 90–92 South Road

Heath

Change of use of ground floor from A1 to A5. Extension at the rear of the first floor to provide further restaurant ancillary accommodation. Conversion and extension of first and second floors to provide 4 no. 1 bed flats and 1 no. 2 bed flat.

The Town Council **supports** this application. However, it has concerns that there is a lack of clarity over the use of the public pavement. There is temporary legislation which runs until the end of September 2021 but after this, the applicants could find that they would lose the permission to use the outside space.

The Planning, Design and Access Statement confirms bin storage to the rear. A condition is required to ensure that collections/deliveries are strictly limited to 07:00–18:00 daily and 09:00–18:00 on Sundays and Bank/Public Holidays. This is to protect nearby residential amenity and to accord with Policy DP29 of the Mid Sussex District Plan 2014–2031.

cont.

DM/21/1881 – 90–92 South Road (cont.)

Heath

There is no request for permitted hours. Permitted hours for the existing premises are as per the previous retail business (together with Sunday opening hours) so in order to support the business proactively, the Town Council notes that the current permitted (by planning legislation) opening hours are not sufficient to open the restaurant/bar in line with the opening hours proposed in the licensing application. The lesser of the two permissions will legally restrict the operating times of the business, so this should be amended as part of a revised planning application to ensure transparency.

DM/21/1892 – 8 Hawkins Road

Franklands

Proposed conversion of integral garage into office and storeroom.

No comment.

DM/21/1904 – William Hill Bookmakers, 27 Boltro Road

Heath

Conversion of the former betting shop to a single one bedroom residential flat. (Revision to front elevation treatment of approval DM/20/4702.)

The Town Council has no additional comments to make in respect of this revision to the already approved DM/20/4702 and therefore reiterates its original response as follows:

'in order to make the application acceptable in planning terms, the Town Council requests that it provides for cycle storage and refuse bin storage – away from public view – in compliance with Principles DG21 and DG24 of the Mid Sussex Design Guide Supplementary Planning Document and Policy E9 of the Haywards Heath Neighbourhood Plan. If the application cannot make space for bin storage, it should be refused.'

Week 3

DM/21/1915 – Robinswood, Fox Hill Close

Franklands

Proposed new front porch.

No comment.

DM/21/1918 – 1 The Pines

Franklands

Proposed two storey rear extension and single storey side extension.

No comment.

DM/21/1939 – 27 Sandy Vale

Ashenground

Two storey side extension.

No comment.

DM/21/1941 – 21 Quarry Hill

Lucastes

Variation of condition 3 of application DM/19/5219 to replace drawings for the amendments to glazing and a bay window for the stairs added.

No comment.

DM/21/1953 – Birch House, Lewes Road

Franklands

To dismantle and remove 2 x Cypress.

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

DM/21/1956 – 3 Summerhill Close
Single storey rear extension.

Heath

No comment.

DM/21/1961 – 83 Queens Road
First floor rear extension.

Heath

No comment.

DM/21/1973 – 1 Haywards Villas
Single storey porch to side of property.

Ashenground

No comment.

DM/21/1974 – 4 Hanbury Lane

Bentswood

Proposed loft conversion with a volume less than 40 cubic metres additional roof volume. A rear extension less than 3m in height and less than 3 metres in depth. A porch of less than 3m squared area and a driveway formed of porous material.

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/21/1978 – 2 Rushwood Close
1 x Oak remove one large lower branch.

Franklands

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

DM/21/1982 – 2 Wheat Croft
Single storey rear extension.

Lucastes

No comment.

DM/21/1986 – Coach House at Colwell House, 108 Lewes Road

Franklands

Change of use to ground floor of existing coach house building into residential accommodation. Reconfigure existing building to create 2 no. independent dwellings with associated landscaping and parking to courtyard. Existing stabling to be demolished.

No comment.