



**HAYWARDS HEATH  
TOWN COUNCIL**

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23rd July 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 29<sup>th</sup> July 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 Monday, 8<sup>th</sup> July 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 receive and comment upon Traffic Regulation Orders (TRO's) received from West Sussex County Council (WSSCC).
9. To consider planning applications for comments and observations to be submitted to Mid Sussex District Council (MSDC).
10. 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 Monday 8<sup>th</sup> July 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 RFO and Committee Clerk

\* Absent

\*\*Apologies

### 23 Apologies

Member	Reason
Clr Murray	Personal commitment

### 24 Minutes

The minutes of the meeting held on Tuesday, 17<sup>th</sup> June 2024 were taken as read, confirmed as a true record and duly signed by the Chair.

### 25 Substitutes

There were none.

### 26 Public Forum

There were no members of the public present.

### 27 Members Declaration of Interest

Clr Bashar made the following declaration.

"I declare a personal interest in all planning applications under agenda item 8 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."

Clr 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."

**28 Planning Appeals**

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

**Licensing Applications**

Members noted that no licencing applications pertaining to HHTC had been received.

**29 Planning decisions from Mid Sussex District Council.**

Members noted the following decisions.

<b>Application Ref</b>	<b>Address</b>	<b>Agenda Date</b>	<b>HHTC Comment</b>	<b>MSDC Decision</b>
DM/24/0180	11 Boltro Road,	04/03/2024	No Comment	Permitted
DM/24/0200	93 Edward Road, RH16 4QW	25/03/2024	No Comment	Permitted
DM/24/0862	Winnals Park Garage Blocks, Paddock Hall Road	07/05/2024	Defer to Tree Officer	Permitted
DM/24/1004	7 Foxwarren, RH16 1EN	07/05/2024	No comment	Permitted
DM/24/1027	1 Lucastes Avenue, RH16 1JE	28/05/2024	No Comment	Permitted
DM/24/1059	Parkers MOT & Tyre Centre Centre, 12 Bridge Road	28/05/2024	No Comment	Permitted
DM/24/1098	12 Queens Road, RH16 1EB	28/05/2024	No comment	Permitted
DM/24/1111	Sussex House, Perrymount Road, RH16 1DN	28/05/2024	Welcomed the acoustic report	Refused
DM/24/1150	59 Farlington Avenue, RH16 3EZ	17/06/2024	Defer to tree officer.	Withdrawn
DM/24/1173	1 Farlington Avenue, RH16 3EZ	28/05/2024	No Comment	Permitted
DM/24/1196	23 Highland Road, RH16 4DP	28/05/2024	No Comment	Permitted
DM/24/1206	9 Wythwood, RH16 4RD	28/205/2024	No Comment	Permitted
DM/24/1296	2 Lucas Way, RH16 1JR	17/06/2024	Defer to tree Officer	No Objection

### 30 Comments and Observations on Planning Applications

Members made comments and observations on 19 Planning Applications as per Appendix 1 attached.

### 31 Items Agreed as Urgent by the Chair

There were none.

The meeting closed at 7:43pm.

## Appendix 1

### Planning Applications Received [Week 1](#)

Application Reference	Address/Description	Ward	Comments
DM/24/0875	<p><b>Parkers MOT And Tyre Centre Ltd, Units 1 And 2, 12 Bridge Road, Haywards Heath</b></p> <p>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.</p>	<b>Haywards Heath – North Central</b>	No comment
DM/24/1358	<p><b>2 Lucastes Lane, Haywards Heath, RH16 1LD</b></p> <p>To remove roof and gutters of existing longhouse and replace raising ridge height by 1.5m including addition of new east facing window, larger south facing window, additional skylights, and solar panels. Retrospective components including connection between ancillary building and house, solar panel layout on ancillary building and changes to window and door positions and materials.</p>	<b>Haywards Heath - Lucastes and Bolnore</b>	No comment.
DM/24/1428	<p><b>19 Wealden Way, Haywards Heath, RH16 4AF</b></p> <p>Rear/side single storey extension and addition of windows to the ground</p>	<b>Haywards Heath - Lucastes and Bolnore</b>	No comment.

	and first floor of the side entrance elevation.		
<b>DM/24/1448</b>	<b>26 Hanbury Lane, Haywards Heath, RH16 3HU</b>  Demolition of existing outhouse and construction of single storey rear extension.	<b>Haywards Heath - Bentswood and Heath East</b>	No comment.

### Planning Applications Received [Week 2](#)

<b>Application Reference</b>	<b>Address/Description</b>	<b>Ward</b>	<b>Comments</b>
<b>DM/24/1091</b>	<b>Little Norton Lees, 9A Oathall Road, Haywards Heath, RH16 3EG</b>  Proposed conversion of a garage to a living room and creation of 2 spaces in front parking area.	<b>Haywards Heath - Bentswood and Heath</b>	No comment
<b>DM/24/1367</b>	<b>Land Between 7 And 9 Duncton Close Haywards Heath West Sussex</b>  Proposed detached building for 2No. garages with 1No. single storey sloped roof, one bedroom dwelling over, together with associated refuse and cycle store.	<b>Haywards Heath - Lucastes and Bolnore</b>	The Town Council is not impressed by the audacity of this opportunistic application and <b>OBJECTS</b> to it for the following reasons:  <ol style="list-style-type: none"> <li>1. the development would irreversibly sever the green corridor/nature buffer that exists between Duncton Close and Ferny Croft, contrary to Policies DP24, DP26, DP37 and DP38 of the Mid Sussex District Plan 2014–2031, and Policies E1 and E9 of the Haywards Heath Neighbourhood Plan;</li> <li>2. the development would be cramped to the point of being below standard, as exemplified by the proposed garage spaces (refer to consultation response from West Sussex County Council Highways);</li> <li>3. the proposal would result in an inconsiderate form of</li> </ol>

			development which would be detrimental to the amenities of neighbouring residents and to the locality in general.
<b>DM/24/1419</b>	<b>2 Lucas Way, Haywards Heath, RH16 1JR</b>  First floor side extension over existing, one and a half storey rear extension together with part single-storey rear extension, garage conversion together with associated internal and external alterations.	<b>Haywards Heath - Lucastes and Bolnore</b>	No comment.
<b>DM/24/1500</b>	<b>Westcombe, Birch Avenue, Haywards Heath, West Sussex</b>  Erection of a summerhouse in the front garden.	<b>Haywards Heath - Franklands</b>	No comment.
<b>DM/24/1508</b>	<b>Foxglove House, 33 Lewes Road, Haywards Heath, West Sussex</b>  Semi Mature Oak - Remove overhanging limbs crossing boundary fence up to growth point. Remove two large leaning overreaching stems. Reduce crown by 2-3 m to balance canopy.	<b>Haywards Heath - Franklands</b>	Defer to the opinion of the MSDC Tree Officer.
<b>DM/24/1509</b>	<b>11 Fields End Close, Haywards Heath, West Sussex, RH16 3TR</b>  5 x oaks. Remove epicormic growth and reduce lower crowns by 1.5 to 2m and no further than previous cut points. No height reduction	<b>Haywards Heath - Bentswood and Heath</b>	Defer to the opinion of the MSDC Tree Officer.
<b>DM/24/1513</b>	<b>South Of Ashenground Bridge, Haywards Heath, West Sussex</b>  The installation of a 8.1m monopole mast with four antennas, a ground based equipment cabinet on steel mesh grillage.	<b>Haywards Heath - Ashenground</b>	No comment.

### Planning Applications Received **Week 3**

<b>Application Reference</b>	<b>Address/Description</b>	<b>Ward</b>	<b>Comments</b>
<b>DM/24/1493</b>	<b>Land To Rear Of 12 Bluebell Close, Haywards Heath, RH16 3HR</b>  Holly Tree - Fell	<b>Haywards Heath - Bentswood and Heath East</b>	Defer to the opinion of the MSDC Tree Officer
<b>DM/24/1507</b>	<b>16 Ashenground Close, Haywards Heath, RH16 4PT</b>	<b>Haywards Heath - Ashenground</b>	Defer to the opinion of the MSDC Tree Officer

	Yew tree - cut back to boundary fence.		
<b>DM/24/1525</b>	<b>2 - 8 Sussex Road, Haywards Heath, RH16 4EA</b>  A new window to the first-floor office.	<b>Haywards Heath - Ashenground</b>	No comment
<b>DM/24/1569</b>	<b>29 Blunts Wood Road, Haywards Heath, RH16 1ND</b>  1 x Oak - reduce back to previous points, approx 1.5m and remove epicormic growth	<b>Haywards Heath - Lucastes and Bolnore</b>	Defer to the opinion of the MSDC Tree Officer
<b>DM/24/1570</b>	<b>Muster House, 12 Muster Green North Haywards Heath West Sussex</b>  Yew Tree - Remove.	<b>Haywards Heath - Lucastes and Boltro</b>	Defer to the opinion of the MSDC Tree Officer
<b>DM/24/1581</b>	<b>Winkfield Court, Boltro Road, Haywards Heath, West Sussex</b>  The renewal of the communal entrance door and associated screens to Winkfield Court.	<b>Haywards Heath - Lucastes and Boltro</b>	No comment
<b>DM/24/1065</b>	<b>Sans Souci, Snowdrop Lane, Lindfield Haywards Heath, RH16 2QE</b>  Proposed two storey side extension to include partial conversion of garage and existing boundary wall re-sited. (amended plans and description 17/06)	<b>Haywards Heath - Franklands</b>	No comment
<b>DM/23/0890</b>	<b>Linden House, Southdowns Park, Haywards Heath, RH16 4SL</b>  Demolition of the existing vacant building and erection of new part three and part four storey building containing 17 flats (C3). (Revisions to landscaping and Travel Plan Statement 25.01.2024) (Amended plans changing red line boundary 11.06.2024)	<b>Haywards Heath - Franklands</b>	The Town Council welcomes the principle of development on this site, having supported the previous application for a 14-unit apartment block under reference DM/18/0421. However, after due consideration, Members are of the opinion that an increase in the number of flats to 17 just does not work and the resiting of the proposed bin and bike store so that it is adjacent to the rear boundary of no. 4 The Elms is inconsiderate and would be detrimental to the amenities of the residents living there. Furthermore, the bin store would be badly positioned in terms of its accessibility for roadside refuse collections and it would result in the loss of the area of open space that



			<p>was proposed under the previous application (DM/18/0421). Finally: (a) there is a lack of on-site parking provision; and (b) in order to future-proof the development, trunking should be laid to ensure that all parking spaces have their own electric vehicle charging point.</p>
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**ITEM 6**

**NOTIFICATION OF APPEALS LODGED WITH THE PLANNING INSPECTORATE**

Date Lodged	References	Site	Description	Appellant	Committee/ Delegated Decision	Procedure
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**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/24/0901	04/07/2024	Premises	Genardo Campbell & Alice Collick	Container 4 The Mill Isaacs Lane Haywards Heath West Sussex RH16 4RZ	No	New Premises Licence	13/08/2024

**Planning decisions received from Mid Sussex District Council**

<b>Application Ref</b>	<b>Address</b>	<b>Agenda Date</b>	<b>HHTC Comment</b>	<b>MSDC Decision</b>
DM/24/0812	Shangri La, Queens Road, RH16 1EE	15/04/2024	No Comment	Permitted
DM/24/0979	141 South Road, RH16 4LY	17/06/2024	No Comment	Permitted
DM/24/0980	141 South Road, RH16 4LY	17/06/2024	No Comment	Permitted
DM/24/1065	Sans Souci, Snowdrop Lane, RH16 2QE	28/05/2024	No Comment	Permitted
DM/24/1074	45B Wood Ride, RH16 4NL	17/06/2024	No Comment	Permitted
DM/24/1211	124 Beech Hill, RH16 3TT	17/06/2024	Defer to the opinion of the MSDC Tree officer	Permitted
DM/24/1216	47 Lucatses Avenue, RH16 1JZ	28/05/2024	Object	Refused
DM/24/1219	59 Sunnywood Drive, RH16 4DP	28/05/2024	No Comment	Permitted
DM/24/1220	59 Sunnywood Drive, RH16 4DP	28/05/2024	No comment	Permitted
DM/24/1267	7 Ashenground Close, RH16 4PT	17/06/2024	No comment	Permitted
DM/24/1269	25 Bolnore Road, RH16 4AB	17/06/2024	No Comment	Permitted
DM/24/1304	Brambletyne, 5 The Rushes, RH16 2QH	17/06/2024	Defer to the opinion of the MSDC Tree Officer	Permitted
DM/24/1315	Land adj to 40 Lewes Road, RH17 7SN	17/06/2024	Defer to the opinion of the MSDC Tree Officer.	Permitted
DM/24/1448	26 Hanbury lane, RH16 3HU	08/07/2024	No Comment	Permitted
DM/24/1493	Land to rear of 12 Bluebell Close, RH16 3HR	08/07/2024	Defer to the opinion of the MSDC Tree Officer	Permitted
DM/24/1507	16 Ashenground, RH16 3HR	08/07/2024	Defer to the opinion of the MSDC Tree Officer	Permitted

DM/24/1508	Foxglove House, 33 Lewes Road, RH17 7SP	08/07/2024	Defer to the opinion of the MSDC Tre Officer	No Objection
DM/24/1509	11 Fields End Close, RH16 4AB	08/07/2024	Defer to the opinion of the MSDC Tree officer	Permitted

## **ITEM 8**

**Committee:** Planning Committee

**Report of:** Committee Clerk

**Date:** 29<sup>th</sup> July 2024

**Subject:** Traffic Regulation Order (TRO)

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### **Purpose of Report:**

1. The purpose of this report is for Members to consider the proposed TRO's as detailed below.

### **Recommendation(s):**

1. **Members are asked comment upon and to consider support for the proposed Community Traffic Regulation Orders as presented in this report.**
2. **If supportive, to request that the Town Clerk informs West Sussex County Council of the Town Council's support for the application.**

### **Background**

2. West Sussex County Council have received a request for the removal of double yellow lines and replace with a white line at 7 Sunnywood Drive, Haywards Heath.

There is a large crossover leading to the property which is unobstructed. The current owners of 27 years have always parked across the crossover without problem. Several years ago, Highways put double yellow lines in, but the owners continued to park there unchallenged until a few weeks ago when a traffic warden tried to issue a ticket. The owner now has to park on the crowded road, the owner also runs a counselling business from home, and this makes it difficult for clients with anxiety if they are unable to find a space in the busy road. The owner has been advised to apply for a TRO to remove the double yellow lines and replace with a single white line as has been done in elsewhere in the town.

3. West Sussex County Council have received request for parking restrictions on Gander Hill. The request is for no waiting 9am-10am and 1pm-2pm on the south side of Gander Hill between no 16 to 28, and on the north side upgrade the single yellow to double yellows, no waiting at any time.

For more information on TRO's please visit the link below.

<https://www.westsussex.gov.uk/roads-and-travel/traffic-regulation-orders/>

### **Financial Implications**

4. None

### **Legal Implications**

5. The Town Council can make such a resolution under the General Power of Competence, which the Town Council meets the criteria of as exercised and resolved at the Annual Meeting of the Town Council dated 15<sup>h</sup> May 2023 under minute 20.

**ITEM 9****Planning Applications Received Week 1**

<b>Application Reference</b>	<b>Address/Description</b>	<b>Ward</b>	<b>Comments</b>
<b>DM/23/3230</b>	<b>Central Education Ltd, Barclay Court, Market Place, Haywards Heath</b>  Conversion of the former educational facility to residential to provide 10 no flats (Use Class C3), including roof extension and alterations. Amended drawings received 05.07.2024 revising the design of the third floor and roof level.	<b>Haywards Heath - Lucastes and Boltro</b>	Previous HHTC comments in January 2024 were 'No comment'.
<b>DM/24/1454</b>	<b>Hurstwood Place, Hurstwood Lane, Haywards Heath, West Sussex</b>  Retrospective planning application to change facing brickwork with flint infill to the north elevation so that it represents the original demolished building.	<b>Haywards Heath - Franklands</b>	Suggest defer to the opinion of the MSDC Planning Officer.
<b>DM/24/1496</b>	<b>95 Eastern Road, Haywards Heath, West Sussex, RH16 3NQ</b>  Existing fence on the west side of the property to be replaced with a new 2.5m fence	<b>Haywards Heath - Bentswood and Heath East</b>	No comment
<b>DM/24/1541</b>	<b>4 Woodlands Road, Haywards Heath, West Sussex, RH16 3JY</b>  Proposed two storey and single storey rear extension.	<b>Haywards Heath - Bentswood and Heath East</b>	No comment
<b>DM/24/1597</b>	<b>31 Weavers Mead, Haywards Heath, West Sussex, RH16 4FR</b>  Conversion of attached garage into a living room	<b>Haywards Heath - Lucastes and Bolnore</b>	Design & Access Statement – 'existing garage is small & currently used as bike storage so will not affect parking arrangements.
<b>DM/24/1632</b>	<b>67 Sheppeys, Haywards Heath, West Sussex, RH16 4NR</b>  Oak Tree (T1) - controlled dismantle to ground level.	<b>Haywards Heath - Ashenground</b>	Suggest defer to the opinion of the MSDC Tree Officer.

**Planning Applications Received Week 2**

<b>Application Reference</b>	<b>Address/Description</b>	<b>Ward</b>	<b>Comments</b>
<b>DM/24/1683</b>	<b>Ephesus, 24 The Broadway, Haywards Heath</b>	<b>Haywards Heath - Bentswood and Heat West</b>	No comment

	Variation of Condition 1 relating to planning reference 14/00730/CND, to allow extended opening hours of 9AM to midnight on Sundays to Thursdays and 9AM to 1:45AM on Fridays and Saturdays		
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### Planning Applications Received **Week 3**

<b>Application Reference</b>	<b>Address/Description</b>	<b>Ward</b>	<b>Comments</b>
<b>DM/24 1661</b>	<b>57 Franklynn Road, Haywards Heath, RH16 4DS</b>  Proposed single storey rear extension.	<b>Haywards Heath - Bentswood and Heath East</b>	History - Proposed single storey rear extension. Ref. No: DM/24/0860   Status: Refused. HHTC comments were 'No Comment'
<b>DM/24/1698</b>	<b>10 The Grove, Haywards Heath, RH16 3SJ</b>  T1 Ash - remove due to dieback and decay.	<b>Haywards Heath - Franklands</b>	Suggest defer to the opinion of the MSDC Tree Officer.
<b>DM/24/1702</b>	<b>Sussex House, Perrymount Road, Haywards Heath</b>  Change of Use from office (Class E) to residential (Class C3), 16 flats.	<b>Haywards Heath - Bentswood and Heath West</b>	History - Change of Use from office (Class E) to residential (Class C3). Ref. No: DM/24/1111   Status: Prior Approval is Refused. HHTC comments were 'No comment other than to welcome the acoustic report'.
<b>DM/24/1729</b>	<b>Doric, 4 Fox Hill Village, Haywards Heath</b>  Erection of detached single garage.	<b>Haywards Heath - Franklands</b>	No comment