



## HAYWARDS HEATH TOWN COUNCIL

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3<sup>rd</sup> October, 2023

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, 9<sup>th</sup> October 2023 at 6:00pm** 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 Monday, 18<sup>th</sup> September 2023.
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 Applications: **None**.
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 Chair 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: S Inglesfield (Chair), D Pascoe (Vice Chair), A Bashar, N Chapman, S Ellis, B King, D Nicholson, A Platts.

## HAYWARDS HEATH TOWN COUNCIL

### PLANNING COMMITTEE

#### Minutes of the meeting held on Monday, 18 September 2023

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

\* Absent  
\*\* Apologies

Also present: Councillor A Murray

#### 50. Apologies

The following apologies were received:

Member	Reason for Absence
Cllr S Ellis	Holiday
Cllr D Nicholson	Holiday
Cllr A Platts	Holiday

#### 51. Minutes (re 7 August 2023)

The minutes of the meeting held on Monday, 7 August 2023 were taken as read, confirmed as a true record and duly signed by the Chair.

#### 52. Minutes (re 29 August 2023)

The minutes of the meeting held on Tuesday, 29 August 2023 were taken as read, confirmed as a true record and duly signed by the Chair.

#### 53. Substitutes

Councillor Murray substituted for Councillor Nicholson.

#### 54. Members' Declarations of Interest

Councillor Bashar made the following declaration:

"I declare a personal interest in all planning applications under agenda item 7 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."

**55. Planning Appeals**

There were none.

**56. Licensing Applications**

Members noted that the following applications relating to premises licences had been lodged with MSDC:

<b>Application No. &amp; Applicant</b>	<b>Application Type</b>	<b>Premises Address</b>	<b>Nature of Application/ Variation</b>
LI/23/1191  Poppun Ltd	Premises	Unit 8 Ground Floor Bridge Rd Business Park Bridge Road HAYWARDS HEATH RH16 1TX	New Premises Licence
LI/23/1210  West Sussex County Council Trading Standards Service	Premises	Sparks News 56 Queens Road HAYWARDS HEATH RH16 1EE	Review of Premises Licence.
LI/23/1195  Pascal Madjoudj	Premises	Pascal's Brasserie 56–58 The Broadway HAYWARDS HEATH RH16 3AL	Minor variation – amend conditions.

Regarding application number LI/23/1210 (Sparks News, 56 Queens Road), they were supportive of the request for a review on the basis that the licensee had failed to uphold the licensing objectives of the protection of children from harm and the prevention of crime and disorder.

**57. Comments and Observations on Planning Applications**

Members made comments and observations on 17 planning applications as per Appendix 1 attached.

**58. Items Agreed as Urgent by the Chair**

There were none.

The meeting closed at 8:27pm.

## APPENDIX 1

### Week 1

#### **DM/23/2073 – Little Haywards Farmhouse, Courtlands**

**Ashenground**

Secondary glazing to be fitted to 15 casement windows and set of French doors in kitchen, door pane in boot room, trim to be white, matching existing colour with the exception of 1 windows in bedroom 1 and kitchen and French doors which will have trim to match. 25 openers will be draught proofed with concealed brushes. A slimline double-glazed unit is proposed to boot room and rotten cills are to be restored for the dining room and sitting room snug.

No comment.

#### **DM/23/2128 – 45 Oathall Road**

**Bentswood & Heath West**

Replacement windows and door.

No comment.

#### **DM/23/2140 – 33 Wickham Way**

**Haywards Heath North East**

Proposed new boot room and porch.

No comment.

#### **DM/23/2144 – Moonrakers, 22 Paddockhall Road**

**Lucastes & Bolnore**

Proposed double storey front extension with porch and double storey rear extension with associated roof works.

No comment.

#### **DM/23/2151 – 11 Washington Road**

**Bentswood & Heath East**

Installation of PVCU conservatory to rear of property.

No comment.

#### **DM/23/2182 – 34 Dellney Avenue**

**Bentswood & Heath East**

Proposed single storey rear extension, with alterations to the existing, and a new hip to gable loft conversion extension, with rear dormer and new fenestration.

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.

### Week 2

#### **DM/23/1925 – 7 Old Farm Close**

**Franklands**

Retrospective erection of a single storey rear extension with fenestrations (revised plans received 28.08.2023).

The Town Council notes the submission of revised plans (received by Mid Sussex District Council on 28/08/2023) and has no comment to make on the plans themselves. Members note the representation from the resident of number 8 Old Farm Close and whilst they believe that the points raised are not material planning considerations, the concerns about the electrics and fire safety should be covered under building regulations.

**DM/23/2183 – 19 Oathall Road**

**Bentswood & Heath West**

Existing single storey side extension and outbuildings to be removed and replaced with a new single storey extension to the side and rear.

In order to safeguard the health of the retained trees on the site, the Town Council wishes to highlight the recommendations of the Arboricultural Impact Assessment, and specifically the following points:

1. demolition of existing outbuildings/structures – by hand using hand-held power tools only;
2. tree protection barrier is to be erected before any construction work commences on site, is to remain 'in situ' and undamaged for the duration of all work or each phase, and is only to be removed once all work is completed.

This is to emphasize the requirement for contractors to properly adhere to these measures (and indeed all others) if permission is granted.

**DM/23/2228 – Amenity area rear of Cilicia Mews,  
St. Pauls on the Green**

**Bentswood & Heath East**

(T1) Cedar – fell.

The Town Council very much regrets the loss of this prominent tree and asks that a suitable replacement specimen be planted in an appropriate spot within the St. Pauls on the Green development.

**DM/23/2258 – 16 North Road**

**Bentswood & Heath East**

Proposed two-storey side extension, hip to gable roof extension and rear dormer and interior redesign.

No comment.

**DM/23/2261 – 67 Sheppeys**

**Ashenground**

Oak Tree – reduce back to previous cut points, approx. 2m.

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

**Week 3**

**DM/23/0098 – Princess Royal Hospital, Lewes Road**

**Franklands**

Extension to the existing Hospital building to provide a new endoscopy unit for a range of high volume, low complexity endoscopy procedures. (Additional information received 8<sup>th</sup> September regarding noise, transport and justification for development.)

The Town Council notes the submission of additional information (received by Mid Sussex District Council on 08/09/2023) and has no comment to make.

**DM/23/0828 – Chester House, Harlands Road**

**Haywards Heath North Central**

Proposed redevelopment of existing car park to provide a 5-storey building to the west of Chester House, Harlands Road, for 14 dwellings, together with ancillary residential facilities, and including changes to parking, and additional bin and bike store provision. FLOOD RISK ASSESSMENT received 28<sup>th</sup> June 2023. AMENDED PLANS received 4/9/2023 including revisions to the position of cycle store, changes to the parking layout, windows on the north-east elevation to be obscure glazed and changes to the size of windows on the southern elevation.

The Town Council notes the submission of amended plans (received by Mid Sussex District Council on 04/09/2023) and has no further comments to add to its previous submission dated 26/07/2023. For the avoidance of doubt, this was as follows:

**cont.**

**DM/23/0828 – Chester House, Harlands Road (cont.)**

**Haywards Heath North Central**

'The Town Council notes the submission of a flood risk assessment (received by Mid Sussex District Council (MSDC) on 28/06/2023). Bearing in mind that in the recent past there have been some serious flooding issues in Burrell Road and the surrounding area, the Town Council is pleased that MSDC's Drainage Engineer is working with stakeholders to evaluate the risk that this development might pose.

In addition to its original response submitted on 25/04/2023 (see below), the Town Council requests that West Sussex County Council Highways investigate the merits of implementing the following in the interests of highway safety in the vicinity of the application site:

1. parking restrictions in Burrell Road (outside Burns House) on the approach to the junction with Harlands Road. There is currently on-street parking for three or so cars but this needs to be reviewed in light of the change of use of the site from commercial to residential and the impact that this may have on highway safety;
2. a safe crossing for pedestrians – either in Burrell Road or Harlands Road – to enable safe onward passage from, for example, the train station to Haywards Heath College, Warden Park Secondary Academy or The Dolphin Leisure Centre and vice versa. The point is that this is a major thoroughfare with significant foot traffic;
3. a 20mph speed limit for Burrell Road.

**ORIGINAL consultation response submitted on 25/04/2023:**

'Members were pleased to see that the applicant had worked with neighbouring properties to address their concerns relating to the previously refused application, but were still not supportive of the application, even though there had also been an improvement in design, on the following grounds:

- 1) No affordable housing being incorporated into the development and the view that financial payments would not meet the needs of the Town and that the units will be lost. The Town Council have noted the draft Section 106 Agreement looks to address the lack of affordable housing and the requirement for payment before the development of the site. However, the Town Council were again disappointed to note that the Section 106 Agreement does not contain a claw back clause to review the quantum of affordable housing after 75% of units have been let or sold. This should be a standard requirement for any agreement adjustment of S106 negotiations in the future.
- 2) Inadequate parking provision, which would not accommodate occupants and people visiting the development in an area that has lost significant parking provision in recent years.

If the application is deemed to be approved any Section 106 Community Infrastructure monies are allocated to the provision of sustainable infrastructure such as cycle parking and/or litter bins within the locality.'

**DM/23/2248 – 9 Parkfield Way**

**Lucastes & Bolnore**

Proposed loft conversion.

No comment.

**DM/23/2265 – 12 Farlington Avenue**

**Bentswood & Heath East**

2 x front pitched roof dormers and enclosed bay with front porch.

No comment.

**DM/23/2266 – 12 Farlington Avenue**

Loft conversion rear dormer.

**Bentswood & Heath East**

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/23/2281 – 17 Weavers Mead**

Garage conversion.

**Lucastes & Bolnore**

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

1. it concurs with the pre-application observations made by Mid Sussex District Council's Case Officer, namely:
  - a. condition 14 of permission CD/029/96 states that 'the space so approved shall not thereafter be used other than for the parking of vehicles in connection with the development hereby permitted';
  - b. the change in external appearance from a garage door to a door and windows would disrupt the current appearance of the ground floor elevations of the surrounding building. This would be contrary to Policies E9 and H9 of the Haywards Heath Neighbourhood Plan and Policy DP26 of the Mid Sussex District Plan 2014–2031;
  - c. there are concerns over converting the garage into a bedroom, whether it would get sufficient daylight/sunlight – given the height of the surrounding buildings – and whether it would be acceptable in relation to the amenities of any future occupiers;
  - d. the loss of the parking space within the garage would result in only 1 off-street allocated space for a 3-bedroom dwelling, which falls short of West Sussex County Council's Guidance on Parking;
2. there is concern that there is insufficient space (width) to accommodate a new doorway from the proposed bedroom into the shared hallway and that this doorway would adversely affect the existing staircase accessing the main entrances to nos 15 and 17 Weavers Mead, particularly in terms of fire safety;
3. it is unclear whether the space under the shared staircase – identified as a proposed en suite – is actually owned by the applicants, i.e. how come it belongs to no. 17 Weavers Mead and not no. 15?
4. given that the ground floor of the building was originally designed for the garaging of vehicles, there is concern that the proposed bedroom would be insufficiently insulated/soundproofed;
5. there is concern as to whether the proposed bedroom would meet the minimum room size as laid down under Environmental Health legislation.

**Week 1**

**DM/23/2308 - Flats 7 To 53 Lockhart Court, Southdowns Park - Franklands**

Partial replacement of existing damaged roof structure and replacement slate roof coverings like-for-like

**DM/23/2393 - 6 Washington Road - Bentswood & Heath East**

Reduce Oak tree by 2 metres and crown raise the lower branches by 3 metres.

**Week 2**

**DM/23/2368 - 35 Blunts Wood Road - Lucastes And Bolnore**

Single storey rear addition. Ridge to main roof raised by 350mm. Solar panels on rear elevation roof slope

**DM/23/2380 - 35 Mill Green Road - Haywards Heath North**

Two storey rear and side elevation to a semi-detached property. Side extension is an infill.

**DM/23/2405 - 70 Queens Road - Haywards Heath North**

Proposed ground floor rear extension and internal alterations

**DM/23/2411 - Land To Front Of 50 To 60 Sheppeys - Ashenground**

Various works to six trees detailed in the description given on the application form

**DM/23/2422 - 12 Redwood Drive - Ashenground**

11x Sweet Chestnut - Crown reduction by 3m, to live secondary growth points. 1x Ash tree - Crown reduction by 2m, to live secondary growth points

**DM/23/2431 - 94 Bentswood Road - Bentswood And Heath**

Removal of existing single storey rear extension. Proposed new single storey extension to rear with pitched roof. Loft conversion into habitable space, with pitched roof dormers to front and rear roof pitches. Single storey front porch extension with pitched roof. Removal of existing timber carport to side of existing house. Three storey side extension.

**DM/23/2434 - Land To The North East Corner Of 9 Woodridge Close Turvey Wood Lewes Road - Franklands**

Sweet Chestnut - Reduce lateral canopy overhanging the garden on the southern side by 3.0m. Raise the crown by 3m. Remove three lowest co-dominant stems overhanging adjacent woodland

**DM/23/2439 - 45 Blunts Wood Road - Lucastes And Bolnore**

Rear single storey extension with a flat roof and a lantern rooflight. Partial rear garage conversion into utility room. New small side window to match existing windows. Installation of french doors with juliette balcony in place of rear first floor window.

**Week 3**

**DM/23/2397- Jireh Court Perrymount Road - Bentswood And Heath**

Works to various trees at Jireh Court. See detailed breakdown of proposed works on separate sheet marked "Reasons" submitted with application.



**DM/23/2450 - 4 Ashenground Close - Ashenground**

Garage conversion and side extension.

**DM/23/2452 - 2 George Avenue - Franklands**

Proposed garage conversion and change to fenestration

**DM/23/2481 – 4 Ashenground Close - Ashenground**

Garage conversion and extension to the side of the property and single storey extension to the rear of the property. Front extension to gable to include rooms in the roof space, with a front window and rooflights. Re-positioning of windows and doors and removal of a chimney.

**DM/23/2509 - 40 Lucastes Avenue - Lucastes And Bolnore**

Replace front porch and replacement of existing front windows.

**DM/23/2515 - 18 Swainsthorpe Close - Bentswood & Heath**

T1 Horse Chestnut - Crown reduction by 2.5m