



## HAYWARDS HEATH TOWN COUNCIL

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21<sup>st</sup> March, 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, 27<sup>th</sup> March 2023 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 Monday, 6<sup>th</sup> March 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 Application: **LI/23/0392 - Bolnore Village Community Partnership  
The Woodside, 120 Middle Village**

Variation to Premises Licence – *add sale of alcohol  
by retail for consumption on and off the premises.  
Amend existing licence conditions.*

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 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 Monday, 6 March 2023**

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

**118. Apologies**

The following apology was received:

<b>Member</b>	<b>Reason for Absence</b>
Cllr C C J Evans	Personal and family commitments

**119. Minutes**

The Minutes of the meeting held on Monday, 13 February 2023 were taken as read, confirmed as a true record and duly signed by the Chairman.

**120. Substitutes**

There were none.

**121. 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. 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  
**cont.**

**121. Members' Declarations of Interest (cont.)**

the applications come before the Planning Committee, based on contributions from the public, other Members or reports from MSDC Officers."

**122. Planning Appeals**

Members noted the following appeal **decision**, the appeal having been lodged as a result of MSDC's decision to refuse planning permission:

Date Decided & References	Site	Description	Decision
14/02/2023 AP/23/0004 APP/D3830/D/22/3305742  (DM/21/1455 refers)	Ferndown 1 Gander Green HAYWARDS HEATH RH16 1RB	Retrospective 2-metre wooden closed board fence adjacent to highway with matching gates.	Dismissed

**123. Licensing Applications**

Members noted that the following application for a variation to a premises licence had been **lodged** with MSDC:

Application No. & Applicant	Application Type	Premises Address	Nature of Application/ Variation
LI/23/0169  The Safari Pizza Co.	Premises	Safari Pizza 21–23 The Broadway HAYWARDS HEATH RH16 3AB	Variation – to add the provision of the supply of alcohol for consumption off of the premises.

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

Members made comments and observations on 16 planning applications as per Appendix 1 attached.

**125. Request for Traffic Regulation Order (TRO) – Beech Hill, opposite entrance to Rushwood Close**

The Planning Working Group (PWG) had met on 13 February 2023 to consider a request from a local resident for a TRO to be applied to a section of Beech Hill, opposite the entrance to Rushwood Close. The resident felt that during drop-off and pick-up times for Northlands Wood Primary Academy, the parking of vehicles on this stretch of road – which was on a bend and a hill – made it difficult and potentially hazardous for drivers to leave or enter Rushwood Close, particularly when there were so many schoolchildren about. In order for West Sussex County Council to progress the TRO application, evidence of the Town Council's support was required. The PWG had made the following recommendation:

'The Town Council **SUPPORTS** this application and recommends that West Sussex County Council's Highways Officer make a site visit in order to ascertain the correct placement of any appropriate yellow lines.'

This recommendation was **AGREED** by the Committee, although Councillor Pulfer felt that the TRO would be ineffectual because despite the restrictions, parents would continue to drop off/collect their children at this point. They would only be parked there for a relatively short period of time, making any enforcement action unlikely.

**126. Items Agreed as Urgent by the Chairman**

There were none.

The meeting closed at 8:03pm.

## APPENDIX 1

### Week 1

#### **DM/22/3353 – 73 Farlington Avenue**

**Bentswood**

Front elevation dormer and rear roof extensions with associated alterations. Amended plans received 03.02.2023 showing removal of rear roof dormer addition.

The Town Council notes the submission of amended plans showing the removal of the rear roof dormer addition (received by Mid Sussex District Council on 03/02/2023) and has no comment to make.

#### **DM/23/0054 – Fleur de Lis, 2 Bolnore Road**

**Lucastes**

T1 – Conifer Group located left of rear car park. Reduce height by a maximum of 2.5m and trim front face of all conifers to improve light.

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

#### **DM/23/0352 – 20 Willow Park**

**Franklands**

T1 – Lapsed hornbeam coppice – remove two small stems to rear of and within coppice. Reduce hornbeam by 2.5m in height and width.

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

#### **DM/23/0353 – 75 Harlands Road**

**Lucastes**

First floor rear extension with roof alterations.

No comment.

#### **DM/23/0354 – 7 Oldfield Drive**

**Franklands**

1 x Oak remove stem leaning into house, 4 x Beech fell, 4 x Holly fell, 7 x Oak fell, 2 x Ash fell, 1 x Fir fell.

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

1. the works proposed are contrary to Policy DP37 of the Mid Sussex District Plan 2014–2031 and Policy E9 of the Haywards Heath Neighbourhood Plan;
2. the works would have a detrimental effect on the biodiversity, character and appearance of the locality.

The Town Council asks that Mid Sussex District Council's Tree Officer conduct a site visit in order to assess the likely impact that these extensive works would have on the area and to determine whether any of the trees should now become subject to a Tree Preservation Order. The Town Council draws the Tree Officer's attention to previous application reference DM/21/2223, which was dismissed on appeal because of the likely harm to or loss of a large, mature oak tree located in the front garden. If this tree has been earmarked for felling under the current application, this must be resisted in order to uphold the appeal decision.

#### **DM/23/0356 – The Glade, 30 Lewes Road**

**Franklands**

T1 Ash – controlled dismantle to ground level, T2 Ash – controlled dismantle to ground level.

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

**DM/23/0369 – Land to the west of 7 Muster Green South****Ashenground**

Erection of three-storey building to provide commercial use (Class E) at ground floor and 4 x 1-bed flats (Class C3) above at first and second floor.

In principle, the Town Council **SUPPORTS** this application, acknowledging its positive aspects which include the (mixed use) provision of town centre employment space and residential accommodation, and improved design in proximity to the Muster Green Conservation Area. However, the Town Council requests that any approval be conditional on the following:

1. the delivery of 5 electric vehicle charge points, or infrastructure future-proofing to meet this requirement;
2. the drainage and sewer issues raised by both Mid Sussex District Council's Drainage Engineer and Southern Water must be addressed;
3. the noise issues raised by Mid Sussex District Council's Environmental Protection Team must be addressed and the conditions recommended must be attached to any approval in order to protect future users of the development;
4. the site poses challenges for parking and in particular, there must be no overhang of parked vehicles on to the public footway. The existing white demarcation line between private forecourt and public footway must be extended to ensure that clear access for pedestrians is maintained and that the area can be properly policed by Mid Sussex District Council's Civil Enforcement Officers;
5. there must be an application for a dropped kerb in order to accommodate legitimate access across the public footway;
6. there must be a robust Construction Management Plan, on account of this being an extremely busy town centre location which cannot afford to become clogged with construction traffic parked on-street. Arrangements must be in place for construction-related vehicles to be parked elsewhere.

**Week 2****DM/22/3865 – The Coach House, Balcombe Road****Heath**

Proposed front orangery extension, extend existing first floor flat roof side extension and internal alterations to improve family home. (Amended description and plans received 14<sup>th</sup> February removing dormer windows.)

The Town Council notes the amended description for this application and the submission of amended plans removing the dormer windows (received by Mid Sussex District Council on 14/02/2023) and has no comment to make.

**DM/23/0241 – Flat 1, 30 St. Wilfrid's Court, Church Road****Heath**

Removal of planters and supporting structural steel work to front and rear elevations.

No comment.

**DM/23/0380 – 104 Haywards Road**

**Ashenground**

Garden office building in the front of the property and driveway gates.

The Town Council has concerns that apart from the height of the proposed garden office building, there are no other dimensions in the application that would enable Mid Sussex District Council's Planning Officer to make an informed decision.

The Town Council also notes that the hedge bordering the public highway is overgrown and requires more regular and efficient maintenance to ensure that it does not have to be held up with rope tied around the trunk of the thuja (as pointed out in the Arboricultural Report).

**DM/23/0400 – 26 Bridgers Mill**

**Heath**

Holly stems – branches overhanging from neighbour – reduce to fence line at height of approximately 2m. Sycamore branches overhanging from neighbour – raise crown to give clearance of 3.5m.

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

**DM/23/0405 – 3 Redwood Drive**

**Ashenground**

Oak – reduce up to 1.5 metres from overhanging branches and balance.

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

**DM/23/0422 – 28, 30 and 32 Lucastes Avenue**

**Lucastes**

Ash Tree (30 Lucastes Avenue) – fell. Ash Tree (28 Lucastes Avenue) – fell. Beech Tree (32 Lucastes Avenue) – crown lift by 6m and removal of the lower 3 limbs.

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

**Week 3**

**DM/23/0045 – 3 Kingfisher Drive**

**Lucastes**

Proposed single storey side extension to replace existing conservatory.

No comment.

**DM/23/0434 – Grass verge adjacent to 2 Priory Way**

**Bentswood**

Proposed 5G telecoms installation: 15m street pole and additional ancillary equipment cabinets and associated ancillary works.

No comment.

**DM/23/0482 – Waitrose, 6 Clair Road**

**Heath**

Variation of condition 24 attached to planning permission 14/03342/CND in order to secure unrestricted delivery hours and use of the service yard associated with the approved supermarket. (Amended description 23.02.2023.)

No comment.

**ITEM 5**

**LICENSING TEAM  
LICENSING ACT 2003 –  
WEEK COMMENCING 13 MARCH 2023**

**Should you require further details on any application please contact us  
[Licensing@midsussex.gov.uk](mailto: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/23/0392	17.03.2023	Premises	Bolnore Village Community Partnership	The Woodside 120 Middle Village HAYWARDS HEATH RH16 4GJ	Yes	① Add sale of alcohol by retail for consumption on and off the premises. ② Amend existing licence conditions.	14.04.2023

**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



## ITEM 6

### Week 1

#### **DM/23/0172 - 67 Harland's Road**

Proposed garage conversion with the addition of a bay window

Lucastes

#### **DM/23/0295 - Burns House, Harland's Road**

Installation of air conditioning unit on roof of building.

Heath

#### **DM/23/0551 - 62 Wivelsfield Road**

Removal of lean to side entrance and re postponing of front door.  
Ramp to side of dwelling and raised patio to rear,

Ashenground

#### **DM/23/0577 - High Beech, Bentswood Road**

Proposed single storey side and rear extension. Installation of raised decking.

Bentswood

#### **DM/23/0595 - Wickham Farm Annexe, Old Wickham Lane**

T1 Poplar - reduce crown by up to 4m and tidy snap-out wounds.

Heath

### Week 2

#### **DM/23/0566 - 21 Manaton Close**

T1 Oak - reduce crown in height and radial width by approx 2-2.5 metres.

Bentswood

#### **DM/23/0605 - The Coach House, Balcombe Road**

Proposed alterations to the roof to form two additional rooms in the roof space.

Heath

#### **DM/23/0646 - Land North Of North Heath, Franklands Village**

Ash tree infected with ganoderma. Fell

Franklands

### Week 3

#### **DM/22/0596 - NCP Ltd, Harlands Road Car Park Harlands Road**

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) (Amended Plans received 7th March 2023)

Lucastes

#### **DM/23/0552 - 62 Wivelsfield Road**

First floor extension to existing bungalow.

Ashenground

#### **DM/23/0667 - 5 Wood Ride**

Two storey side extension to create study at ground floor and bedroom and bathroom at first floor level.

Ashenground

#### **DM/23/0690 - Barn Cottage Pavilion, Barn Cottage Lane**

Improved community facilities at Barn Cottage, including a single storey extension, a new accessible front entrance and energy efficiency measures.

Bentswood

#### **DM/23/0699 - 7 Lucastes Avenue**

T1 and T2 Maples - reduce height by 2 metres.

Lucastes

#### **DM/23/0703 - 29 Willow Park**

Replacement of front fascia's, windows and front door with a change of colour from dark oak to Chartwell green.

Franklands

#### **DM/23/0724 - 72 Sydney Road**

Proposed first floor extension over existing ground floor side outrigger.

Heath