



**HAYWARDS HEATH
TOWN COUNCIL**

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7th January 2025

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 13th January 2025 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 2nd December 2024 and the decisions of the cancelled Planning Committee meeting of Monday 23rd December 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 Mid Sussex District Council (MSDC).
8. To consider planning applications for comments and observations to be submitted to 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, 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 2nd December 2024

Present

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

*Absent **Apologies

Also present: Town Clerk, three members of the public.

89 Apologies

Member	Reason
Cllr Chapman	Work Commitments
Cllr Nicholson	Ill Health

90 Minutes

The minutes of the meeting held on Monday 11th November 2024 were taken as read, confirmed as a true record and duly signed by the Chair.

91 Substitutes

None.

92 Public Forum

Representatives of the proposed development of North Colwell Farm, Lewes Road attended the meeting to introduce the consultation process undertaken and the overarching proposed scheme to the Committee before its submission in the new year. The presentation was factual, members asked questions whilst making no comment on the proposals, so not to predetermine themselves and the Committee when considering the application when formally submitted.

93 Members Declaration of Interest

Cllr 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."

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."

94 Planning Appeals

Members noted that there were no appeals lodged or decided in the weeks commencing 4th November, 11th November and 18th November.

Licensing Applications

Members noted the following applications pertaining to Haywards Heath:

App no.	Date Received	Application Type	Applicants	Premises Address	Variation Yes/No	Nature of Application /Nature of variation required	Latest date for representations to be made.
LI/24/1667	14/11/2024	Premises	Jessca Woodroffe	Woodhouse Butchery Unit 2B Burrell Road Haywards Heath West Sussex RH16 1TW	No	New Premises License	12/12/2024
LI/24/1692	20/11/2024	Premises	Mr Abraham Kunjachan and Ms Liji Pappachen	Unit 2 Depot Rear of; 25 Gower Road Haywards Heath RH16 4PL	No	New Premises License	18/12/2024

9 Planning decisions from Mid Sussex District Council.

5 Members noted the following decisions:

Application Ref	Address	Agenda Date	HHTC Comment	MSDC Decision
DM/24/2275	48 Wood Rise, RH16 4NJ	30/09/2024	No comment	Permitted
DM/24/2297	46 Lewes Road, RH17 7SN	21/10/2024	No comment	Permitted
DM/24/2433	Gresham Dental Practice, Butlers Green Road	21/10/2024	Defer to MSDC tree officer	No objection
DM/24/1683	Ephesus, The Broadway	29/07/2024	HHTC supported this application for extended hours, providing opening times remained as advertised on the property (16:00 – 0.00 Sun – Thurs, 14:00 – 01.30 Fri and Sat)	Permitted. Conditions: The premises shall not be open for trade or business other than between the hours of 09:00 and 00:00 Sunday to Thursday and 09:00 to 01:45 Friday and Saturday (including until 01:45 Sunday)

DM/24/2354	2 George Avenue, RH17 7BZ	21/10/2024	No comment	Permitted
DM/24/2365	Trees at and adjacent to 19 The Droeway	21/10/2024	Defer to MSDC tree officer	Consents
DM/24/2277	Bolnore Village Primary School, RH16 4GD	21/10/2024	No comment	Application withdrawn
DM/24/2279	Tesco Express, The Orchards	30/09/2024	No comment	Consents
DM/24/2336	9 Aster Way, RH17 5NL	21/10/2024	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.	Certified as Lawful (Proposed)
DM/24/2063	47 Wivelsfield Road, RH16 4EN	11/11/2024	HHTC noted the amended application which included the Certificate B. The Council had previously objected to this application on 07/10/2024 and reiterate their comments.	Permitted
DM/24/2547	2 Diamond Cottages, St Johns Road	11/11/2024	As this is an application for a Lawful Development Certificate and is therefore a legal mater, the Town Council defers the decision to Mid Sussex District Council.	Certified as Lawful (Proposed)
DM/24/2580	Skyfall, 6 Oldfield Drive	11/11/2024	Defer to MSDC tree officer.	No Objection
DM/24/2581	49 Lucastes Avenue, RH16 1JZ	11/11/2024	Defer to MSDC tree officer	No Objection
DM/24/2078	Saxbre, 14 Birchen Lane	11/11/2024	No comment	Permitted
DM/24/2519	Old Granary, Bridgers Mill	11/11/2024	Defer to MSDC tree officer	Consents

DM/24/2512	29 Greenhill Way, RH17 7SQ	11/11/2024	Defer to MSDC tree officer	Consents
DM/24/2472	Orchard Cottage, 66 Oathall Road	21/10/2024	Defer to MSDC tree officer	No Objection
DM/24/2453	Winkfield Court, Boltro Road	21/10/2024	Defer to MSDC tree officer	Consents
DM/24/2544	Clair Court, Perrymount Road	11/11/2024	Defer to MSDC tree officer	Consents
DM/24/2064	23-25 Bolnore Road, RH16 4AB	09/09/2024	The Town Council requests that if consent is granted for the removal of tree T1 (Norway maple) from the northern end of the site, it shall be replaced with a suitably mature specimen within the same general vicinity	Permitted
DM/24/2561	17B Blunts Wood Road, RH16 1ND	11/11/22024	Defer to MSDC tree officer	Consents

96 Comments and Observations on Planning Applications

Members made comments and observations on 14 Planning Applications as per Appendix 1 attached.

97 Items Agreed as Urgent by the Chair

None.

The meeting closed at 8:14pm.

Haywards Heath Town Council

Minutes of the Planning Committee Meeting held on Monday 23rd December 2024

This meeting was cancelled due to no Substantive Business occurring.

98. The following comments were delegated to Officers to record.

Planning Applications Received Week 1

Application Reference	Address/Description	Ward	Comments
DM/24/1901	68 Sydney Road, RH16 1QA Proposed two storey side extension. Amended drawings received on 25.11.2024	Bentswood and Heath East	No comment.
DM/24/2834	65 Penn Crescent, RH16 3HP Hip to gable roof extension, loft conversion including the formation of a dormer in rear roof slope and the insertion of 4nos rooflights in the front roof slope. This is an application to establish whether the development is lawful.	Bentswood and 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/24/2835	65 Penn Crescent, RH16 3HP Single storey rear and part first floor side infill extension.	Bentswood and Heath East	No comment.
DM/24/2836	10 Oathall Avenue, RH16 3EA Conversion of existing garage to create home office with storage space above. Replacement of garage door with window to match main house and French doors to rear. Rear hipped roof to be converted to gable. This is an application to establish whether the development is lawful.	Bentswood and Heath East	This application was withdrawn on 20/12.
DM/24/2413	Savannah Café Bar, 44-46 The Broadway Variation of Condition 2 of planning application 08/03019/FUL- to allow to open extra hour on Friday and Saturday to 2:30 am.	Bentswood and Heath West	No comment.
DM/24/2894	Savannah Café Bar, 44-46 The Broadway Variation of Condition 1 of planning application 14/00858/CNDto allow to open extra hour on Friday and Saturday to 2:30 am	Bentswood and Heath East	No comment.
DM/24/2578	70 Sydney Road, RH16 1QA Proposed two storey side extension (Revisions received 28.11.2024).	Bentswood and Heath West	No comment.

DM/24/2366	50 Franklynn Road, RH16 4DH Proposed first floor rear extension creating an additional bedroom. Hip end pitched cut roof running into existing pitched roof. Replace a double window with French doors to rear ground floor.	Ashenground	No comment.
DM/24/2884	32-36 South Road, RH16 4EA Proposed alterations to existing shopfront.	Ashenground	No comment.
DM/24/2882	32-36 South Road, RH16 4EA 1No Fascia Sign and 1No Projecting Sign	Ashenground	No comment.
DM/24/2863	2 Diamond Cottages, RH16 2QB Single storey extension to side/rear garden with associated alterations.	Franklands	This application was invalid and deleted by Mid Sussex District Council.
DM/24/2879	17 Dellney Avenue, RH16 3LX Replace conservatory, lean-to structure and garage with single storey rear extension and patio	Bentswood and Heath East	No comment.
DM/24/2907	Land Adjacent to 2 and 4 Fairford Close, RH16 3EF 1x Populus nigra T1000001 (T1) - Repeat whole crown reduction by approximately 5-6m, crown lift to 6m above ground level all aspects and remove epicormic growth. 2x Tilia europaea T1000002 (T2) and T1000003 (T3) - Repeat whole crown reduction by approximately 1-2m, crown lift to 6m above ground level over the carriageway and 4m all other aspects, and remove epicormic and basal growth.	Bentswood and Heath East	The Town Council defers the decision to the Mid Sussex District Council's Tree Officer.

Planning Applications Received [Week 2](#)

Application Reference	Address/Description	Ward	Comments
DM/24/2903	Rose Cottage, College Road, RH16 1QP Facing brick wall with railing to front boundary to replace fence	North East	No comment.
DM/24/2921	3 Bramber Close, RH16 4AZ Proposed single storey flat roof rear extension, pitched roof single storey side extension and new pitched roof placed over existing flat roof over the	Lucastes and Bolnore	No comment.

	existing garage, playroom and entrance porch.		
DM/24/2511	Mid Sussex Islamic Centre and Masjid, 19 Wivelsfield Road, RH16 4EF Proposed entrance extension and roof alterations to provide new double doors.	Ashenground	No comment.
DM/24/2918	28 Fox Hill, RH16 4QZ Demolition of existing garage. Proposed front, rear and side extension and new storm porch.	Franklands	No comment.
DM/24/2987	Cameron House, 60A Lewes Road Fell two conifers	Franklands	The Town Council defers the decision to the Mid Sussex District Council's Tree Officer.
DM/24/2923	86 Beech Hill, RH16 3TT First floor side extension and garage conversion.	Franklands	No comment.

Planning Applications Received **Week 3**

Application Reference	Address/Description	Ward	Comments
DM/24/2677	82 Middle Village, RH16 4GH Replace white wooden windows and patio doors with white uPVC double glazing windows and door	Lucastes and Bolnore	
DM/24/2593	6 Wythwood, RH16 4RD Proposed two storey and single storey side and rear extension, installation of two stainless steel flues to new log stoves (Amended plan and tree information received 10/12/2024)	Franklands	Previously discussed at Planning Committee on 11/11/2024 when HHTC had No Comment. Amended plans take into account more trees at rear of property.

NOTIFICATION OF APPEALS LODGED/DECIDED WITH THE PLANNING INSPECTORATE

There were **no** appeals lodged or decided in the weeks commencing 16th December, 23rd December and 30th December.

NOTIFICATION OF LICENSING APPLICATIONS RECEIVED

There were **no** licensing applications received in the weeks commencing 16th December, 23rd December and 30th December.

Planning decisions received from Mid Sussex District Council

Application Ref	Address	Agenda Date	HHTC Comment	MSDC Decision
DM/24/2089	Haywards Heath Police Station, Bolnore Road	02/12/2024	Defer to the MSDC tree officer.	Consents
DM/24/2152	2-8 Sussex Road, RH16 4EA	30/09/2024	No comment.	Prior Approval Refused due to: <ul style="list-style-type: none"> - No details being provided about potential asbestos contamination - No flood risk assessment provided - Uncertainty over whether the flats would receive adequate natural lighting
DM/24/1901	68 Sydney Road, RH16 1QA	09/09/2024	No comment.	Refused due to: <ul style="list-style-type: none"> - The extension would have an overbearing and dominant relationship which is out of keeping with the character and appearance of the house, the villa pair of which it is part and the wider Conservation Area
DM/24/2597	Brabourne, College Road	11/11/2024	Lawful Development Certificate is a legal matter - the Council defers the decision to Mid Sussex District Council.	Certificate for Lawful Development (Proposed) – Approved
DM/24/1802	Barn Cottage Pavillion, Barn Cottage Lane	02/12/2024	The Council urges that the project be commenced	Permitted

			swiftly due to the much-needed redevelopment of a community building in the Bentswood Ward.	
DM/24/2836	10 Oathall Road, RH16 3EA	Due to be discussed 23/12/2024	-	Application Withdrawn
DM/24/2863	2 Diamond Cottages, RH16 2QE	Due to be discussed 23/12/2024	-	Application Invalid
DM/24/2907	Land Adjacent to 2 and 4 Fairford Close, RH16 3EF	23/12/2024	Defer to MSDC tree officer.	No Objection
DM/24/2987	Cameron House, 60A Lewes Road	23/12/2024	Defer to MSDC tree officer.	No Objection
DM/24/2578	70 Sydney Road, RH16 1QA	23/12/2024	No comment	Permitted

Planning Applications Received **Week 1**

Application Reference	Address/Description	Ward	Comments
DM/24/3077	Sussex House, Perrymount Road Demolition of the existing buildings and construction of a new food store (Use Class E(a)), with access, car and cycle parking, landscaping and associated works	Bentswood and Heath West	Application submitted by Aldi to build new store, with demolition of Sussex House, Commercial House and the Budgens/Post Office
DM/24/3095	6 Colwell Road, RH16 4ES Garage conversion and extension to create home office space in garden.	Ashenground	In 2012 'Demolition of existing garage and replacement with a new residential dwelling' application was refused, 12/02973/FUL relates.
DM/24/3090	Renniston, Rookery Way Proposal to remove a gate and replace with a window on the front elevation and replace an existing window with a door on the rear elevation. This is an application to establish whether the development is lawful. This will be a legal decision where the planning merits of the proposed use cannot be taken into account.	Franklands	Lawful Development Certificate (Proposed)

Planning Applications Received **Week 2 – No Applications Received**

Planning Applications Received **Week 3**

Application Reference	Address/Description	Ward	Comments
DM/24/2819	32 Wood Ride, RH16 4NJ Proposed front and side two storey extension with raised decking to the rear.	Ashenground	
DM/24/3127	69 Gordon Road, RH16 1EL Proposed rear conservatory.	North Central	This property had a previous first floor rear extension in 2007, 07/00479/FUL relates.