



HAYWARDS HEATH TOWN COUNCIL

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31st May, 2018

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, 4th June 2018 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:
 - a. the minutes of the meeting of the Planning Committee held on Tuesday, 15th May 2018, and
 - b. the representation on application number DM/17/2739 – Land to the East and West of Hurst Farm, Hurstwood Lane – made at the Extraordinary meeting of the Planning Committee held on Monday, 21st May 2018.
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: **LI/18/0676 – Grahams Newsagents, 5 The Broadway**
Minor variation to Premises Licence.

6. To consider planning applications for comments and observations to be submitted to Mid Sussex District Council.
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), M Pulfer (Vice Chairman), C Cheney, R Clarke, A McPherson, H Mundin.

HAYWARDS HEATH TOWN COUNCIL

PLANNING COMMITTEE

Minutes of the meeting held on Tuesday, 15 May 2018

C N Laband (*Chairman*)
M J Pulfer (*Vice Chairman*) **
Mrs C Cheney
R J R Clarke
A C McPherson
H A Mundin

* Absent

** Apologies

Also present: Mr Eric Bassett, Chair of the Haywards Heath Society

1. Apologies

The following apology was received:

Member	Reason for Absence
Cllr M J Pulfer	Holiday

2. Minutes

The Minutes of the meeting held on Tuesday, 24 April 2018 were taken as read, confirmed as a true record and duly signed by the Chairman.

3. Substitutes

There were none. In the absence of Councillor Pulfer, Councillor Laband nominated Councillor McPherson to stand in as Vice Chairman for the meeting. This was seconded by Councillor Clarke and **AGREED** unanimously by the Committee.

4. Members' Declarations of Interest

Councillor Howard Mundin 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) appointed to Planning Committee A. I further reserve the right to alter my views should the applications come before Planning Committee A, based on contributions from the public, other Members or reports from MSDC Officers."

5. Planning Appeals

Members noted that the following appeal had been **lodged** in respect of Mid Sussex District Council's decision to refuse planning permission (application number DM/17/2195 refers):

Date Lodged & References	Site	Description
30/04/2018 AP/18/0018 APP/D3830/W/18/3196519	The Lodge, Bennetts Rise	Demolition of the existing building and erection of 2 no semi-detached houses and associated parking. (Site plan showing revised parking arrangement received 22.08.2017.)

On this occasion, in view of the Town Council having supported the application, the Chairman proposed that the original comments and observations submitted to Mid Sussex District Council (on 20/9/17) be resubmitted direct to the Government's Planning Inspectorate. This was **AGREED** unanimously by Members.

6. Licensing Applications

There were none.

7. Comments and Observations on Planning Applications

Members made comments and observations on 21 planning applications as per Appendix 1 attached.

With reference to application number DM/18/0968 – 82 Harlands Road – the Chairman commented that bulky, large-scale extensions and their effect on the street scene was a matter that should be considered by the Town Council's Planning Working Group and during any updating of the Haywards Heath Neighbourhood Plan.

8. Item Agreed as Urgent by the Chairman – Street Naming in Recognition of Bondues (Twin Town)

The Chairman informed Members that he had received a request from the Mayor, Councillor James Knight, for the Committee to consider naming a road after Bondues, Haywards Heath's French twin town. This would reciprocate an initiative that was already under way in Bondues to name a square in recognition of Haywards Heath.

The Clerk to the Committee reminded Members that 'Bondues' was already on the Town Council's reserve list of road names and that it was simply a question of waiting for a suitable and prominent new road to come forward for naming – in all likelihood this would be from one of the town's upcoming major developments. Mid Sussex District Council's Street Naming and Numbering Officer would consult with the Town Council as soon as any new road names for these developments were required.

Members **AGREED** that 'Bondues' as a road name would be brought to the forefront of any future consultations.

9. Item Agreed as Urgent by the Chairman – Minutes

For the avoidance of doubt, Members **AGREED** that the minutes of this meeting would be confirmed at the meeting of the Planning Committee scheduled for Monday, 4 June 2018. This would be instead of at the Extraordinary Meeting of the Planning Committee, which had been arranged for Monday, 21 May 2018, for the sole purpose of considering the outline application for development of land to the east and west of Hurst Farm, Hurstwood Lane (application DM/17/2739 refers).

The meeting closed at 7:57pm.

APPENDIX 1

Week 1

DM/18/0968 – 82 Harlands Road

Lucastes

Two storey front and side extension, and a single storey rear extension. A new roof including loft room and dormer. New front porch. (Description amended 19.04.2018.)

The Town Council acknowledges that there is a presumption in favour of the development of this property, based on the planning permission that was granted under application number DM/15/1102 (to which the Town Council had no objections).

The Town Council welcomes the opportunity to reconsider this latest application, following the amendment to the description of the proposal (dated 19/4/18). It is noted that neighbours on both sides of the property have raised issues/objections and it is the Members' view that these can be addressed as follows:

1. with regard to the inclusion of the side windows in the second floor loft room and loft storage area, this must be conditional on the windows at all times being glazed with obscure glass and being non-opening unless the parts of the windows which can be opened are more than 1.7m above the floor of the loft rooms. This would protect the amenities and privacy of the adjacent properties;
2. in order to mitigate the impact of the proposal on the amenities of neighbouring residents as regards increased bulk and loss of light, consideration should be given to amending the roof design to incorporate half-hipped half-gable ends to the north-west and south-east (i.e. side) elevations. This would also lessen the impact on the street scene.

DM/18/1482 – 11 Penland Road

Lucastes

Proposed two storey rear extension, remodelling of rear patio and building one front dormer.

No comment.

DM/18/1495 – 8 Haywards Road

Ashenground

Proposed 2.2m high brick wall to rear of boundary.

No comment.

DM/18/1604 – 31 Lewes Road

Franklands

Conifer (T1) – reduce in height by 3 metres; conifer (T2) – reduce in height by 3 metres; poplar (T3) – fell to ground level.

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

DM/18/1605 – 12 Boltro Road

Heath

Two storey extension to side of property, plus small conservatory.

No comment.

DM/18/1615 – 35 Franklynn Road

Bentswood

Extension to existing single dwelling. Ground floor – convert garage store to habitable space, side infill between extension and garage store up to main house. Rear conservatory to rear of existing rear extension. Flat roof over extension, sloping glazed roof to conservatory. First floor – rear addition; extend to the rear above the rear ground floor extension (same footprint). East flank existing rear addition flank wall and proposed rear addition extension to line up with existing ground floor extension. Pitched roof over to match existing rear addition.

No comment.

Week 2

DM/18/1186 – Land to the rear of 7 Shire Lane

Lucastes

Two oaks (T1 and T2) – raise crown over garden of no. 7 to 3m and reduce lateral spread over garden by 2m.

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

DM/18/1663 – Kyrenia, 3 Petlands Road

Ashenground

(Amended description 27/04/2018.) Proposed construction of a first storey rear dormer, with three roof lights to the front and rebuild the front entrance. 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.

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/18/1684 – 17 Mill Stream Meadow

Heath

Convert existing garage including new roof with roof lights. Extend garage to front. New entrance extension.

No comment.

DM/18/1705 – 409 Franklands Village

Franklands

Trees (x 2) – cut back branches overhanging garden by 5m.

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

DM/18/1727 – 26 Farlington Avenue

Bentswood

Proposed rear dormer loft conversion. 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.

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/18/1730 – 7 Cobbetts Mead

Franklands

Garage conversion with associated front extension.

No comment.

DM/18/1738 – Land off Mill Hill Close and Barnard Gate

Heath

Sycamore (T8) – remove 6 lowest branches over car park and hedge. Lime (T9) – remove one forked branch over car park (major limb). Lime (T5) – thin crown by 20%.

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

DM/18/1763 – J Sainsbury plc, Bannister Way **Heath**
New 'Click and Collect' customer collection facility with canopy.

No comment.

DM/18/1769 – J Sainsbury plc, Bannister Way **Heath**
Proposed 'Click and Collect' customer collection facility signage.

No comment.

Week 3

DM/18/1638 – 50 Boston Road **Bentswood**
Two bedroom end of terrace dwelling with rear dormer window and associated parking and landscaping.

No comment.

DM/18/1790 – 1 Sergison Close **Lucastes**
Two storey rear and side extension, extension to porch, plus internal alterations.

No comment.

DM/18/1812 – 8 Gander Hill **Heath**
Single storey extension together with loft conversion.

No comment.

DM/18/1824 – Hillis Wood House, 22 Lucastes Road **Lucastes**
T1 ash – fell; T2 apple – fell.

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

DM/18/1826 – Franklands Village Housing Association, The Estate Office **Franklands**
Tree works following the attached schedule. (2) Oak crown reduction by 2.5m, Scots pine crown remove branch overhanging workshop. (3) Three oaks reduce crown by 1.5m. (4) Oak reduce crown by 1.5m. (5) Oak reduce crown by 1.5m. (7) Oak reduce crown by 1.5m. (9) Oak reduce crown by 2.5m. (11) Oak reduce crown by 1.5m. (13) Oak reduce crown by 2.5m left side only. (14) Sycamore pollard. (16) 2 x silver birch reduce crown away from overhead cable only. (17) Oak reduce crown by 1.5m.

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

DM/18/1871 – 2 Rushwood Close **Franklands**
T1 oak – removal of approximately 6 lowest, smaller branches on north-west side of tree. T2 oak – removal of approximately 5 lower branches on the south-east side of tree.

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

DM/17/2739 – Hurst Farm - Outline application for development of up to 375 new homes, a 2-form entry primary school with Early Years provision, a new burial ground, allotments, Country Park, car parking, 'Green Way', new vehicular accesses and associated parking and landscaping. All matters are to be reserved except for access. Land to the East and West of: Hurst Farm Hurstwood Lane Haywards Heath West Sussex

Haywards Heath Town Council Statutory Comments

The Hurst Farm site is specifically identified in Policy H1 of the Haywards Heath Neighbourhood Plan (HHNP), adopted in December 2016 as a developable site. The new school is supported under policy H1 and specifically the provision of a Cemetery under policy E4, provision of allotments under policy E5. The Country Park is stated in the HHNP, sitting across the Town/District and County border in the Parish of Wivelsfield.

Having duly considered the application at an extra-ordinary meeting of its Planning Committee dated 21st May 2018, the Town Council **supported in principle the outline planning application, for development of 375 new homes.** Under the Localism Act, the HHNP confirms this is what the community wants in this location, so Members of the Town Council's Planning Committee have scrutinised the outline application and highlighting concerns which must be addressed to validate the application.

These concerns are listed as relevant issues, which include, but are not limited to:

- The Town Council notes **375 homes** are proposed in the application versus approximately supported 350 in the HHNP.
- **Condition:** Adoption of the **detailed Masterplan** by the applicant is required. This must include the design and the style of the housing/flats.
- **Condition:** The Town Council requires a Construction Management Plan, to include wheel washing, use of tonneau covers for earth moving vehicles, onsite parking for site/construction workers, and ancillary road cleaning. This CMP must include a Tree Management Plan *.

Condition: Working hours of works and stacking of construction deliveries, restrictions are required to protect neighbouring residential amenity – 08:00 to 18:00 Monday-Friday, 09:00 to 13:00 Saturday. No work permitted Sundays or Public Holidays: Objective to protect residential amenity.

- **Condition:** The Town Council requires that the Town's **green spaces and roads** are protected. All grass verge and road damage/restoration costs are the responsibility of the developers at their expense.
- **Traffic congestion and vehicle movements.** It is noted that West Sussex County Council have outstanding questions alongside the Town Council.
 - Relief Road traffic lights. These lights must be:
 - 1) synchronised to ensure that in turn traffic from Greenhill Way direction is given entry to Hurstwood Lane to the relief road.
 - 2) Traffic from the school, community facilities and northern end of site is given entry to Hurstwood Lane to access relief road.
 - Two pedestrian activated lights as already within the application (Fox Hill and Birch Hotel) are supported. Lights must also be synchronised so pedestrians at Birch Hotel roundabout do not activate lights when traffic is being cleared from the junction of the Relief Road and Hurstwood Lane. Three Toucan Crossings total.
- **Traffic Management Plan** must be agreed with West Sussex County Council taking the above into consideration. The use of Section 106 monies is crucial to ensure that monies are not used on unsustainable bus services that will leave the site isolated in future years.
- **Condition:** Electric car charging points provided for all dwelling on the site, plus allowance for any future proofing required, to deliver the Environmental protection requirements of the HHNP and MSDP.

- **Hurstwood Lane Closure.** The Town Council has concerns for residents' road safety, and requires before construction commences, that Hurstwood Lane be closed to public through traffic before construction commences. This may require West Sussex County Council cooperation. **Safe Green Space**, the Town Council welcomes the comments of the applicant that surveillance of the main green space will be managed as part of the layout of the site. This is in line with the requirement with the detailed design in the Masterplan.
- **Traffic Lights Fox Hill: Acknowledging the considerable road safety issues -**
The Town Council would like a **condition** requiring the developer to provide an additional set of traffic lights placed at the South Eastern tip of the site, at the junction with Hurstwood Lane and Fox Hill. This will allow traffic to move systematically and provide a safe crossing for residents using the school, community facilities and accessing services from the south of the site and vice versa for commuting, entertainment and leisure. This is critical, because Hurstwood Lane as a commuter rat-run will be blocked, therefore increasing traffic movements down through Fox Hill. Traffic lights will reduce speed and provide much needed traffic calming in the Fox Hill area.
- **Pedestrian access, pathways, crossings to and through the site to enable access.** All cycle pathways must be designated as Public Rights of Access/Way. This provides the pedestrian access/connectivity needed to meet existing and future access needs to the Town. If this is not possible then additional fund must be provided to meet these accessibility needs. These must be DDA compliant, including the Anscombe Wood cycle/pathway.
- **Condition:** Affordable Housing Mid Sussex District Plan policy DP31 requires 30% affordable housing is placed on the site. Affordable housing provision must include a housing mix and be varied in location (maximum 10 unit concentration) supported by pepper-pot delivery and integration of the affordable housing with open market housing.
- The Town Council has serious concerns about the **joint access and parking arrangements** to the School, Cemetery, Allotments and Country Park. (E5/Obj10B applies) This must be included in the S106 Land Transfer Agreement.
- **Condition: Parking** the HHNP requires sustainable delivery/enforcement of off-street parking. Following informal officer advice, supporting a new Controlled Parking Zone on the site, to specifically prevent antisocial parking from nearby residential districts and commuters. The opportunity to deliver a fully integrated scheme, critically before first occupation will allow a streamlined implementation process, together with the associated cost saving this will approach deliver. This coordinated approach is especially required to protect from parking around the open parkland space, allow natural surveillance, allow a free flow for pedestrian and vehicle traffic in this arterial bus-route location and the roads elsewhere in the development which should remain free from car parking.
- **Bin collections:** The Town Council requires that all euro bins/commercial bins that offer the opportunity for ASB/Statutory noise issues, are protected by a **CONDITION** that there are no collections before 07:00 This will be a Reserved Matters Issue.
- **Condition:** The Town Council requires **roads are adopted** and/or an estate management plan, with a management company appointed, before first unit occupation.
- **Tree management plan** * to ensure protection of existing trees from destruction along with a long-term management plans for conservation/protection/replacement for trees and along with confirmation of funding arrangements.
- **Green spaces, buffer zones and ancient woodland** 15m buffer zones must be upheld in line with Mid Sussex District Plan policy DP36
- The Town Council welcomes the redesign of the site to **protect the existing listed buildings** on the developable land and requires that Hurst House and barns are protected from the development of housing, as required in the extant Neighbourhood Plan.
- The Town Council has major concerns, echoed by District Council Members on their planning committees (Rookery Farm/Beeches), that Councillors concerns are being over-ridden by Urban Planner support under DRP. The Town Council has significant reservations relating to exterior,

aesthetic design and standards that have been forced upon the Town.

The Town Council requires developer consultation for the design of site, houses and apartment buildings, before final discussions with Mid Sussex District Council, as the relevant planning authority. This is a pre-reserved matters requirement, detailed in the NPPF - National Planning Policy Framework, requiring Parish/Town Council involvement under localism legislation.

- **Any Pollution, Light, Air, Water, flood risk**, topography, springs, waste/drainage issues must adhere to SUD and IEA requirements.
- **Play spaces: Conditions** requiring delivery under must be under the guidance of Supplementary Planning Documents in the Reserved Matters Application.
- **Landscaping - Conditions** requiring delivery must be under the guidance of Supplementary Planning Documents in the Reserved Matters Application.

Section 106 Requirements

If the Planning Application is approved, the Town Council require ownership for the land designated for the County Park, Allotments and Cemetery at nil cost, together with the full Local Community Infrastructure payment allocated to the development of the Country Park.

Development of these Community facilities is to replace the loss of the green space being developed for housing within the Planning Application.

The Inspector raised serious concerns during inspection of the HHNP over the potential loss of green space but allowed this to be balanced by the CP/A/C land provision, which increases the quality of land usage for the residents of the Town.

Currently the Town Council has no information on land transfer requirements nor the implications of the proximity of the School and the associated access arrangements and car parking.

Before determination of this application, the Town Council must agree details of the land transfer.

ITEM 5

**LICENSING TEAM
LICENSING ACT 2003 –
WEEKS COMMENCING 7, 14 & 21 MAY 2018**

Should you require further details on any application please contact us
Licensing@midsussex.gov.uk

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 Licenses) Starting day after application received
LI/18/0676	18.05.2018	Premises	Mr Pritish D Patel	Grahams Newsagents 5 The Broadway HAYWARDS HEATH RH16 3AQ	Changes to opening hours	04.06.2018

DM/18/0421 - Linden House Southdowns Park**Franklands**

Demolish existing vacant building and erect 14 unit apartment block.

DM/18/1012 - The Orchards Public Toilets St Josephs Way**Heath**

The reconfiguration of the existing toilet block consisting of a separate male and female toilet with an accessible toilet in the middle, to include a new changing places toilet, a family toilet and three for separate gender neutral toilet cubicles.

DM/18/1884 - 146 Western Road**Bentswood**Proposed first floor extension to the side (including pitched roof to replace flat roof).
Proposed single storey extension to the rear.**DM/18/1885 - 24 Lucastes Road****Lucastes**

Demolition of masonry wall and construction of single storey side extension, re- configuration, together with associated internal and external alterations.

DM/18/1899 - 31 Balcombe Road**Heath**

Variation of condition 2 of planning permission DM/17/2666 - to revise the plans and elevations as a result of proposed changes to floor plan, site/floor levels and elevational treatment and garage.

DM/18/1912 - 15 Harlands Close**Lucastes**

Garage extended to the front of house. Roof lifted and re modelled with gable to rear and extended over garage to create additional rooms in the roof. New roof dormers created to front rear and side elevations.

DM/18/1927 - 3 Beech Hill**Franklands**

Revised planning application for surfacing materials to create parking area and provision of original, existing and proposed levels as required in application number DM/17/4608.

DM/18/1928 - 1 The Cedars**Heath**

2 x Cupressus - Trim and shape every two years in perpetuity. Oak - Thin crown by 20% and remove epicormic growth. Norway Maple - Thin by 20%.

DM/18/1930 - 9 Badger Drive**Lucastes**

Proposed first floor side extension to existing house built over existing ground floor extension and existing raised area.

Week 2

DM/18/1931 - 35 Farlington Avenue**Bentswood**

Proposed loft conversion with front and rear dormers.

DM/18/2027 - New Larchwood House 1A Anscombe Woods Crescent**Franklands**

Loft Conversion

DM/18/2055 - Oathall House 68 - 70 Oathall Road**Bentswood**

T1 Holm Oak - Remove end height over road by 2-3 metres, only reduce x2 limbs overhanging road.

DM/18/0663 - 15 Syresham Gardens Proposed three bedroom dwelling adjoining existing house (amended plans received 23 May 2018)	Bentswood
DM/18/1731 - 26 Farlington Avenue Proposed front dormer loft conversion.	Bentswood
DM/18/1838 - 37 Victoria Road Single storey rear extension	Bentswood
DM/18/2083 - Flinders Coffee 101 South Road Variation of condition 2 of planning permission DM/16/3182 - To change opening hours from 08:00 to 17:30 Monday to Sunday, to 08:00 to 23:00 Monday to Saturday and 8:00 to 17:30 Sundays.	Ashenground
DM/18/2104 - 9 Boltro Road Variation of condition 2 of planning permission DM/17/0859. Replacing approved plan '7216.P03 D' with '7216.P03 E' to allow changes to front and rear elevations.	Heath
DM/18/2117 -14 The Droveaway Ground floor front extension to provide new entrance porch and garage door. First Floor side extension to extend existing living room. Infill of existing undercroft and ground floor extension to create new kitchen / dining room. Loft conversion to provide additional bedroom and bathroom. New internal stair and lift. (Minor Amendment to existing approval DM/17/2890)	Lucastes
DM/18/2136 - 9 Church Road Replacement fence to southern boundary fronting Church Road	Heath
DM/18/2138 - 41 Newton Court Perrymount Road Demolition of conservatory with construction of single storey rear extension and garage conversion	Heath
DM/18/2175 - 31 Wealden Way Beech Tree - thin by 20%	Lucastes