

**MINUTES** of the **PLANNING COMMITTEE**  
held in the Council Chamber  
on **MONDAY 11 FEBRUARY 2019**

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**Present:** Steve Hansford Chairman  
Julian Thorpe Vice Chairman

Wendy Agate  
Chris Cherry  
Richard Cherry  
Diane Heckels\*  
Chris Thomas-Atkin

\* *Denotes non-attendance.*

**Also present:** Pru Moore

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(19.00)

**612. OPEN FORUM**

There were no members of the public present.

**613. APOLOGIES FOR ABSENCE**

An apology for absence was received from Diane Heckels.

**614. SUBSTITUTES**

Pru Moore substituted for Diane Heckels.

**615. DECLARATIONS OF INTEREST**

All Councillors declared an interest in application DM/19/0100 as the Town Council had agreed a contract with Clear Channel UK for the installation of digital advertising boards at the Council Meeting held on Monday 28 January 2019.

**616. CHAIRMAN'S ANNOUNCEMENTS**

There were none.

**617. MINUTES**

The minutes of the meeting of the Planning Committee held on Monday 21 January 2019 having been previously circulated were AGREED and signed by the Chairman as a correct record.

**618. TOWN & COUNTRY PLANNING ACT 1990 - PLANNING APPLICATIONS**

Applications (as set out in the accompanying schedule) under the Town & Country Planning Act 1990, received by Mid Sussex District Council and forwarded for observations since Monday 21 January 2019, were considered.

**619. WEST SUSSEX COUNTY COUNCIL TRAFFIC REGULATION ORDER - WYVERN WAY, KINGS WEALD DEVELOPMENT**

Notification had been received from West Sussex County Council of a proposal to make a permanent Traffic Regulation Order that will introduce a loading bay for goods vehicles only in a layby on the northern side of Wyvern Way in Burgess Hill as set out in Agenda Item 8.

**RESOLVED** that:

The Committee raised no objections to the TRO.

**620. CONSULTATION – SOUTH DOWNS LOCAL PLAN EXAMINATION**

South Downs National Park Authority was consulting on a schedule of main modifications to the South Downs Local Plan. The schedule included all the main changes made since the publication of the Pre-submission Local Plan in September 2017. All comments should be returned to the Planning Policy team by 23:59 on 28 March 2019.

**RESOLVED** that:

The Committee would review the consultation documents and comment at the next planning meeting on Monday 4 March and the consultation documents would be made available to the public via the Help Point.

621. Meeting terminated at 19.26 hours.

## OBSERVATIONS

DM/18/4141

Location: 10 Station Road Burgess Hill West Sussex RH15 9DQ  
Desc: Two new studio flats with undercroft parking on the existing open car park to the rear of 10 Station Road. Amended plans received 10.01.2018 showing new gutter arrangement on elevation adjoining 12 Station Road.  
Agent: Mr Stuart Beckett  
Beckett Architectural & Consultancy Services Ltd 53 Bramble Gardens Burgess Hill West Sussex RH15 8UQ  
Applicant: Mr J Walden  
Case Officer: Anna Tidey  
Ward: Burgess Hill - Meeds  
App. Type: Full Application

### OBSERVATIONS: RECOMMEND APPROVAL

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DM/18/5047

Location: 3 Beale Street Burgess Hill West Sussex RH15 9UY  
Desc: Proposed conversion of part integral garage into a utility area.  
Agent: Mr Stephen Tyler  
Complete Kitchen And Bathroom Service 12 Saunders Close Uckfield East Sussex TN22 2BX  
Applicant: Miss Clair Crowley  
Case Officer: Anna Tidey  
Ward: Burgess Hill - Victoria  
App. Type: Householder Application

### OBSERVATIONS: RECOMMEND APPROVAL – the loss of a garage was regretted.

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DM/19/0039

Location: Parklands Keymer Road Burgess Hill West Sussex RH15 0BA  
Desc: Demolition of existing part single, part two storey extension to the rear elevation. Construction of a new part single, part two storey extension to the rear elevation with associated fenestration amendments and internal alterations.  
Agent: Mr Rob Harrington  
George Baxter Associates 3 Lucastes Mews Paddockhall Road Haywards Heath West Sussex RH16 1HE  
Applicant: Mr and Mrs Adam and Julie Cullen  
Case Officer: Andrew Watt  
Ward: Burgess Hill - Franklands

App. Type: Householder Application

**OBSERVATIONS: RECOMMEND APPROVAL**

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DM/19/0081

Location: 33 Sycamore Drive Burgess Hill West Sussex RH15 0GG  
Desc: Proposed timber structure garden room  
Applicant: Mr Derek Frith  
33 Sycamore Drive Burgess Hill West Sussex RH15 0GG  
Case Officer: Caroline Grist  
Ward: Burgess Hill - Franklands  
App. Type: Householder Application

**OBSERVATIONS: RECOMMEND APPROVAL**

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DM/19/0100

Location: Bus Shelter Westbound Adjacent 17 Station Road Burgess Hill West Sussex  
Desc: Upgrade of existing paper advertising panels to digital advertising panels forming integral part of bus shelter. The digital panels would display a sequence of static advertising images that would change no more frequently than every 10 seconds, the change via smooth fade.  
Applicant: Ms Anita Martin  
Clear Channel UK Ltd Units 13 And 14 Petersfield Business Park Bedford Road Petersfield Hampshire GU32 3QA  
Case Officer: Andrew Horrell  
Ward: Burgess Hill - Meeds  
App. Type: Advertisement Application

**OBSERVATIONS: RECOMMEND APPROVAL**

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DM/19/0102

Location: 151 Lower Church Road Burgess Hill West Sussex RH15 9AA  
Desc: Conversion of existing building to form 2x 1 bed flats and 2x 2 bed flats. To include erection of a replacement metal side gate, alterations to the fenestration and a two storey and single storey extension to the rear, beneath pitched and flat roofs respectively.  
Agent: Mr Alex Beattie  
Lightbox Architecture Limited 121 Greenbank Avenue Saltdean BN2 8QP

Applicant: C/o Agent  
Case Officer: Kate Brocklebank  
Ward: Burgess Hill - Meeds  
App. Type: Full Application

**OBSERVATIONS: RECOMMEND REFUSAL** – it was an overdevelopment of the site. It would cause loss of privacy and block significant sunlight from adjacent properties. There were water management issues to be resolved. The Committee felt a more holistic approach should be applied to this part of town, rather than the ad-hoc developments that collectively increase parking pressures in this area.

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DM/19/0107

Location: Bus Shelter Southbound Adjacent Library Civic Way Burgess Hill  
West Sussex  
Desc: Upgrade of existing paper advertising panels to digital advertising  
panels forming integral part of Bus Shelter  
Applicant: Ms Anita Martin  
Clear Channel UK Ltd Units 13 And 14 Petersfield Business Park  
Bedford Road  
Petersfield Hampshire GU32 3QA  
Case Officer: Andrew Horrell  
Ward: Burgess Hill - Meeds  
App. Type: Advertisement Application

**OBSERVATIONS: RECOMMEND APPROVAL**

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DM/19/0147

Location: 8 Millbank Burgess Hill West Sussex RH15 8DD  
Desc: Ground floor infill extension in front corner and first floor side  
extension with Juliette balcony at the rear. Includes new pitched  
roof to front of property, and alterations to driveway.  
Agent: Mrs Isobel Beatie  
GWP Architects Fairfield House 49 Fairfield Road Burgess Hill  
West Sussex RH15 8QB  
Applicant: Mr and Mrs Clarke  
Case Officer: Deborah Lynn  
Ward: Burgess Hill - Leylands  
App. Type: Householder Application

**OBSERVATIONS: RECOMMEND APPROVAL**

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DM/19/0188

Location: Site Of Former KDG Victoria Road Burgess Hill West Sussex  
Desc: Variation and removal of conditions of planning application DM/16/5436. Vary condition 1, to amend approved drawings. Vary condition 11, to amend the wording to reflect lighting scheme now submitted. Remove condition 12. Vary condition 17, to amend wording regarding noise limits.  
Agent: Mr Rob Huntley  
RHPC 2 Fielding Gardens Crowthorne Berks RG45 7QW  
Applicant: Mr James Belbin  
Case Officer: Steven King  
Ward: Burgess Hill - Victoria  
App. Type: Removal/Variation of Condition

**OBSERVATIONS: RECOMMEND APPROVAL**

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DM/19/0195

Location: Batchelors Farmhouse Keymer Road Burgess Hill West Sussex RH15 0BQ  
Desc: Application for approval of reserved matters of appearance, landscaping and layout relating to planning application DM/15/3955 for the demolition of existing outbuildings and erection of 2 residential dwellings.  
Agent: Mr Tim Rodway  
Rodway Planning Consultancy Ltd 293 Upper Shoreham Road Shoreham By Sea West Sussex Bn43 5QZ  
Applicant: Mr J King  
Case Officer: Joanne Fisher  
Ward: Burgess Hill - Franklands  
App. Type: Reserved Matters Application

**OBSERVATIONS: RECOMMEND APPROVAL**

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DM/19/0209

Location: Burgess Hill School For Girls Keymer Road Burgess Hill West Sussex RH15 0EG  
Desc: Prune back overhang of mixed species broadleaf trees along the school boundary line and tennis court fence to 1 metre behind boundary and fence.  
Applicant: Mr Richard Moses  
Burgess Hill School For Girls Keymer Road Burgess Hill West Sussex RH15 0EG  
Case Officer: Irene Fletcher  
Ward: Burgess Hill - Franklands

App. Type: Tree Surgery

## **OBSERVATIONS: NO OBJECTIONS**

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DM/19/0210

Location: Land Rear of Valebridge Road Valebridge Road Burgess Hill West Sussex

Desc: The cutting back of all undergrowth and shrubs across the extent of the TPO area, and the removal of any saplings/trees with a trunk of less than 10cm in width (measured at a height of 1.5m from ground level at the base of the sapling/tree).

Agent: Mr W Pierson  
PD Planning UK Ltd 21 Eskdale Gardens Purley CR8 1ET

Applicant: Mr Jal Ramachandran

Case Officer: Irene Fletcher

Ward: Burgess Hill - St Andrew's

App. Type: Tree Surgery

**OBSERVATIONS: OBJECTIONS** – Japanese knotweed was present at the site. Before any clearance of the site, the Japanese knotweed would have to be completely and properly eradicated.

There would be a loss of natural habitat - a full wildlife survey should be carried out to establish the number of endangered species, protected by law, that were living at the site.

The clearance of this natural environment would alter the appearance of the neighbourhood. The trees created a natural sound barrier that helped to reduce noise and pollution from trains. The loss of tree roots would destabilise the ground around the railway track.

There was no justification provided on the application as to why the land would be cleared.

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DM/19/0218

Location: 25 Woodpecker Crescent Burgess Hill West Sussex RH15 9XY

Desc: Erection of freestanding 2ft (0.609 metres) timber trellis over existing west, east and north-facing fences in existing rear garden.

Agent: Mr James Smith  
Just Plans Ltd 107 Willow Way Hurstpierpoint West Sussex BN6 9TQ

Applicant: Ms Krzysia Terlecki

Case Officer: Andrew Clarke

Ward: Burgess Hill - Dunstall

App. Type: Householder Application

**OBSERVATIONS: RECOMMEND APPROVAL**

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DM/19/0235

Location: 5 Singleton Way Burgess Hill West Sussex RH15 0BU  
Desc: Oak (T1) - reduce crown by 1.5m Ash (T2) - reduce crown by 1.5m.  
Agent: Justin Lee  
37A Cuckfield Road Hurstpierpoint West Sussex BN6 9RW  
Applicant: Mr Mike Derrick  
Case Officer: Irene Fletcher  
Ward: Burgess Hill - Franklands  
App. Type: Tree Surgery

**OBSERVATIONS: NO OBJECTIONS**

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DM/19/0267

Location: 9 Avonhurst Burgess Hill West Sussex RH15 0RY  
Desc: Oak (T1) - Reduce by up to 2 metres  
Applicant: Mr Coppard  
9 Avonhurst Burgess Hill West Sussex RH15 0RY  
Case Officer: Irene Fletcher  
Ward: Burgess Hill - Franklands  
App. Type: Tree Surgery

**OBSERVATIONS: NO OBJECTIONS**

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DM/19/0288

Location: 2 Bretton Burgess Hill West Sussex RH15 8TQ  
Desc: Proposed erection of a first floor dormer. 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.  
Agent: Mr Robert Thomas  
RT Architectual Services 61 Coulstock Road Burgess Hill West Sussex RH15 9XZ  
Applicant: Mr and Mrs Bell  
Case Officer: Anna Tidey  
Ward: Burgess Hill - Dunstall  
App. Type: Lawful Development Certificate –Proposed

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**OBSERVATIONS: The legal situation was noted.**

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DM/19/0333

Location: Sakkara 5 Shelley Wood Burgess Hill West Sussex RH15 9XL  
Desc: Oak (T4) remove the lowest limb overhanging the garden in 2 The Maltings.  
Applicant: Mr Sean Hanan  
2 The Maltings Burgess Hill West Sussex RH15 9XF  
Case Officer: Irene Fletcher  
Ward: Burgess Hill - Dunstall  
App. Type: Tree Surgery

**OBSERVATIONS: NO OBJECTIONS**

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DM/19/0334

Location: 41 The Ridings Burgess Hill West Sussex RH15 0PL  
Desc: Remove existing garage and proposed construction of part single storey/part two storey side extension.  
Agent: Mr Tim Evans  
T J Evans Ltd Holly's Choice Spithurst Road Barcombe BN8 5EF  
Applicant: Mr M Pulsford  
Case Officer: Katherine Williams  
Ward: Burgess Hill - Franklands  
App. Type: Householder Application

**OBSERVATIONS: RECOMMEND APPROVAL**

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DM/19/0345

Location: 21 The Kiln Burgess Hill West Sussex RH15 0LU  
Desc: Proposed roof conversion with hip to gable/rear dormer. Demolition of existing rear extension and erection of a single storey rear/side extension. 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.  
Agent: Mr Stuart Wickham  
SDR Designs 14 Batemans Road Woodingdean Brighton BN2 6RD  
Applicant: Mr Dave Mcaneney  
Case Officer: Andrew Horrell  
Ward: Burgess Hill - St Andrew's  
App. Type: Lawful Development Certificate –Proposed

**OBSERVATIONS: The legal situation was noted.**

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DM/19/0347

Location: First And Second Floors Jubilee House Cyprus Road Burgess Hill  
West Sussex RH15 8DX

Desc: Prior approval for change of use from B1 Office to C3 Dwellings  
(14 Flats).

Agent: Mr Neil Millbank  
GWP Architects Ltd Fairfield House 49 Fairfield Road Burgess Hill  
West Sussex  
RH15 8QB

Applicant: Danworth Holding Ltd

Case Officer: Kate Brocklebank

Ward: Burgess Hill - Meeds

App. Type: Prior Notification – Offices

**For 6 or more dwellings councillors are asked to consider Section 106 contributions:**

- Contribution towards a new play area in the Chanctonbury estate.

**OBSERVATIONS: RECOMMEND APPROVAL**

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