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Wednesday 3 June 2020

To: **MEMBERS OF THE PLANNING COMMITTEE**

A **MEETING** of the **PLANNING COMMITTEE** will be held in the Council Chamber on **MONDAY 8 JUNE 2020** at **19.00 hours**, when your attendance is required.

Steve Cridland
Chief Executive Officer

Following government advice on social distancing, essential Council Meetings will be held virtually during the Covid-19 period. All papers will be published on our website as usual. Members of the public can attend the meeting by using the Skype link that will be placed on the town council's website and social media shortly before the meeting takes place.

Filming, recording of Council meetings and use of social media:

The use of social media is permitted but members of the public are requested to switch their mobile devices to silent for the duration of the meeting.

AGENDA

1. OPEN FORUM

Members of the public are invited to put questions or to draw relevant matters to the Council's attention, prior to the commencement of business. This is for a period of up to fifteen minutes and shall be limited to three minutes per person.

Members of the Planning Committee – Janice Henwood (Chairman), Graham Allen, Andrew Barrett-Miles, Tofojjul Hussain, Sarah Lawrence (Vice Chairman), Max Nielsen and Kathleen Willis

2. [APOLOGIES FOR ABSENCE](#)

3. [SUBSTITUTES](#)

4. [DECLARATIONS OF INTEREST](#)

In respect of any matter on the Agenda.

5. [CHAIRMAN'S ANNOUNCEMENTS](#)

6. [MINUTES](#)

To consider the Minutes of the meeting of the Planning Committee held on Monday 18 May 2020 (copy previously circulated).

7. [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 18 May 2020 to be considered.

NOTE: The Committee is reminded that when considering these applications they should bear in mind the implications of the Town Council's Environmental Charter.

8. [NORTHERN ARC ROAD NAMING](#)

- 8.1 The Planning Committee considered this request at the meeting held on the Monday 18 May 2020 (Minute number 168 refers) and the following suggestions were submitted to Mid Sussex District Council.

“Naming of the Spine Road:

The Committee suggested replacing ‘Copyhold avenue’ with ‘West Crossways Avenue’, and ‘Holmbush Avenue’ with ‘East Crossways Avenue’. If these suggested names were too long, they could be known as West Crossways and East Crossways, removing the ‘Avenue’ from the names. The naming would run as follows: from the A2300 - Westbridge Avenue going into West Crossways (Avenue?) leading into Cuckfield Road, going into Crossways Avenue then into East Crossways (Avenue?) and into Eastbridge Avenue.

Naming of remaining streets on the Countryside Properties development site

The Committee noted that Hornbeam and Rowan were both existing street names in Burgess Hill so should not be duplicated. They wished to remove Sessile, Osier, Arran, The Pines, Hostelry Farm, Willow,

Brick Farm, Brick Maker and Tile Maker from the list of names provided by the developer.

Historical information on the area had been received by the Committee, from Heather Warne, Archivist (R.M.S.R.A) and Local Historian, including historical field names (Attached as Appendix 1 and 2). Taking from this list, and names of local flora and trees, the following names were suggested at the meeting: Brook Lag, Denchy Mead, Banky Mead, Bowders, Wild Service, Whitebeam, West Piece, Pitfield, Wood Melick and Speedwell.

The Committee were asked to submit any further names to the Chair of the Committee by 12 noon 19 May. These names were submitted after the meeting and before the publication of the minutes. Therefore, the full list of names suggested by the Committee, and agreed by the Chair and Committee is as follows:

- Plant names: Holly, Whitebeam, Buckthorn, Juniper, Speedwell Wood, Anemone Wood, Melick Wood, Knapweed, Sorrel Wood
- Field Names: Banky Mead, BrookLag, Denchy Mead
- Family names (allotments): Castyes, Northlands, Bowders, Tibbalds
- Other - Midsummer, Milestone, Wayfaring”

8.2 Mid Sussex District Council has considered the Town Council's recommendations, and responded as follows:

“Naming of the spine road

With respect to Crossways, the District Council notes that there is a logic to the sequence of names suggested. However, a variation on this approach was considered by the District Council in developing its solution, but it was discarded. It is felt that whilst the sequence of names is obvious when viewed against a map; the distinction between West Crossways, Crossways and East Crossways will not be as clear to an individual at street level and may lead to confusion between similarly numbered properties (e.g. 10 East Crossways, 10 Crossways, 10 West Crossways) with the potential for frustration amongst residents having to re-direct unwanted callers.

With the phases covered by these streets yet to receive planning permission, a final decision on naming is not yet required. If the Town Council wishes to submit alternative replacement names for Copyhold Avenue and Holmbush Avenue, then the District Council will consider them.

Countryside Properties site

The District Council will uphold the list of names provided by the Town Council in full. These will be applied to the Freeks Lane development. Remaining names can be used for subsequent phases. Eastbridge

Avenue will be adopted for use as the first element of the spine road across the site.

The District Council supports the approach adopted by the Town Council in engaging the services of a local historian to assist with the development of a list of names for the Northern Arc.

West End Avenue

Hurstpierpoint & Sayers Common Parish Council have suggested amending the proposed 'West End Avenue' to 'West End Farm Avenue'. The District Council has accepted this change.”

8.3 RECOMMENDATION:

The views of the Committee are sought on potential alternative replacement names for Copyhold Avenue and Holmbush Avenue.

SCHEDULE OF APPLICATIONS

LIST OF PLANNING APPLICATIONS REGISTERED BETWEEN 7 MAY AND 13 MAY FOR PUBLICATION IN THE LOCAL PRESS WEEK ENDING 22 MAY 2020

These applications can be viewed on the Online Planning Register, and from computers available at the Council's Planning Services Reception, Oaklands, Oaklands Road, Haywards Heath, during normal office hours. To access the Online Planning Register, please use the following link: <http://pa.midsussex.gov.uk/online-applications/> Representations in respect of the following applications must be submitted in writing by 5 Jun 2020

Parish: Burgess Hill

DM/20/1257

Location: 87 Junction Road Burgess Hill West Sussex
Desc: Revised application for the proposed change of use, extension and conversion of Denmark House from offices to form 6 flats (3 x 1 bedroom and 3 x 2 bedroom), with associated off-street parking, cycling, bin and recycling storage (following withdrawal of DM/19/4599). AMENDED PLANS RECEIVED 6/5/2020 showing revisions to northern side elevation and window detail, change to rear boundary treatment for flats 1 and 2 and vehicle tracking information.
Agent: Mr Peter Young
Dowsett Mayhew Planning Partnership 63A Ship Street
Brighton BN1 1AE
Applicant: Mr Alan Bull and Adam Baker
Case Officer: Joanne Fisher
Ward: Burgess Hill - Franklands
App. Type: Full Application

Section 106 Recommendation: Upgrade the play equipment at Folders Meadow to include equipment for children of all abilities.

DM/20/1501

Location: 89 Dunstall Avenue Burgess Hill West Sussex RH15 8PJ
Desc: Demolition of existing single-storey rear extension and construction of new single-storey rear extension and minor internal alterations with associated soft landscaping works. Description amended 12.05.2020 to include timber decking area to rear.

Agent: Miss Caroline Stephens
George Baxter Associates Ltd 3 Lucastes Mews Paddockhall
Road Haywards Heath West Sussex RH16 1HE
Applicant: Mr Stephen Bull
Case Officer: Deborah Lynn
Ward: Burgess Hill - Dunstall
App. Type: Householder Application

DM/20/1502

Location: 23 Park Road Burgess Hill West Sussex RH15 8EU
Desc: T1 (Elder tree) - Fell. T2 (Elder tree) - Fell. T4 (Japanese
Thuja) - Crown and reduce height by 5.5m
Applicant: Henry Otley
23 Park Road Burgess Hill West Sussex RH15 8EU
Case Officer: Steven King
Ward: Burgess Hill - Meeds
App. Type: Trees in a Conservation Area

DM/20/1527

Location: 5 Thornhurst Burgess Hill West Sussex RH15 0BF
Desc: Single storey rear extension
Agent: Mr Stuart Beckett
Beckett Architectural & Consultancy Services Ltd 53 Bramble
Gardens Burgess Hill West Sussex RH15 8UQ
Applicant: Mr And Mrs Jebb
Case Officer: Deborah Lynn
Ward: Burgess Hill - Franklands
App. Type: Householder Application

DM/20/1536

Location: Barclays 1 Church Road Burgess Hill West Sussex RH15 9BD
Desc: Removal of escape door to rear service yard and block opening
to match existing, removal of night safe and block opening to
match existing.
Agent: Mr Dan Heward
Wellington House Otley Street Skipton BD23 1EL
Applicant: Barclays PLC
Case Officer: Joseph Swift
Ward: Burgess Hill - Meeds

App. Type: Full Application

DM/20/1544

Location: 2 Newport Road Burgess Hill West Sussex RH15 8QG
Desc: Change of use from A1(Shop) to C3(1 Bedroom flat). Change to front exterior of property with replacement of side garage doors with double gates, and changes to brick render and fascia. New boundary wall replacing existing timber fencing. New uPVC windows to the first and ground floor, with the existing shop window replaced to provide ventilation and fire escape.
Agent: Stickland
Stickland Wright Ltd. 4 Gloucester Passage Brighton BN1 4AS
Applicant: Fly High Investments Ltd.
Case Officer: Andrew Watt
Ward: Burgess Hill - Victoria
App. Type: Change of Use Application

DM/20/1552

Location: 72 Oak Hall Park Burgess Hill West Sussex RH15 0BX
Desc: Garage conversion with rear single storey extension. Construction of first floor with raising of roof height.
Agent: Mr Paul Gosling
78 Potters Lane Burgess Hill West Sussex RH15 9JS
Applicant: Mr A Miah
Case Officer: Caroline Grist
Ward: Burgess Hill - Franklands
App. Type: Householder Application

DM/20/1568

Location: Land To The Rear Of Fern Place Victoria Road Burgess Hill West Sussex
Desc: Oak trees x 3 - Reduce overhanging branches by 3m
Applicant: Mrs Samantha Fielding
Flat 3 Fern Place 2 Alice Court Burgess Hill West Sussex RH15 9ET
Case Officer: Sarah Nelson
Ward: Burgess Hill - Victoria
App. Type: Tree Surgery

LIST OF PLANNING APPLICATIONS REGISTERED BETWEEN 14 MAY AND 20 MAY FOR PUBLICATION IN THE LOCAL PRESS WEEK ENDING 29 MAY 2020

These applications can be viewed on the Online Planning Register, and from computers available at the Council's Planning Services Reception, Oaklands, Oaklands Road, Haywards Heath, during normal office hours. To access the Online Planning Register, please use the following link: <http://pa.midsussex.gov.uk/online-applications/> Representations in respect of the following applications must be submitted in writing by 19 Jun 2020

DM/20/1411

Location: 34 Larkspur Drive Burgess Hill West Sussex RH15 0UL
Desc: Garage conversion to habitable.
Applicant: Robbie Guy
34 Larkspur Drive Burgess Hill West Sussex RH15 0UL
Case Officer: Anna Tidey
Ward: Burgess Hill - St Andrew's
App. Type: Householder Application

DM/20/1531

Location: 25 St Andrew's Road Burgess Hill West Sussex RH15 0PJ
Desc: Demolition of existing and erection of new conservatory.
Agent: Mr Trevor Hultquist
Trevor Hultquist Associates 80 Lyon Close Maidenbower RH10 7NE
Applicant: Mr and Mrs Addinell
Case Officer: Deborah Lynn
Ward: Burgess Hill - St Andrew's
App. Type: Householder Application

DM/20/1593

Location: Folders Folders Grange Burgess Hill West Sussex RH15 0SB
Desc: Detached double garage together with alterations to existing hard surfacing and associated landscaping including new entrance gates.
Agent: Mr Graham Whitehouse
GWP Architects Fairfield House Fairfield Road Burgess Hill RH15 0AZ
Applicant: Mr and Mrs A Griffiths
Case Officer: Deborah Lynn

Ward: Burgess Hill - Franklands
App. Type: Householder Application

DM/20/1623

Location: 28 Foxglove Close Burgess Hill West Sussex RH15 8UY
Desc: Oak (T16) - Reduce canopy back to previous cut points and thin by 15%
Applicant: Peter Ferguson
28 Foxglove Close Burgess Hill West Sussex RH15 8UY
Case Officer: Sarah Nelson
Ward: Burgess Hill - Dunstall
App. Type: Tree Surgery

DM/20/1628

Location: 24 Park Road Burgess Hill West Sussex RH15 8ET
Desc: Demolition of existing west elevation conservatory extension. Erection of new single storey west extension. Replacing window and bifold door on north elevation. Removal of internal wall and chimney.
Applicant: Mr Michael Shaw
24 Park Road Burgess Hill West Sussex RH15 8ET
Applicant: Mr Michael Shaw
Case Officer: Anna Tidey
Ward: Burgess Hill - Meeds
App. Type: Householder Application

LIST OF PLANNING APPLICATIONS REGISTERED BETWEEN 21 MAY AND 27 MAY FOR PUBLICATION IN THE LOCAL PRESS WEEK ENDING 22 MAY 2020

These applications can be viewed on the Online Planning Register, and from computers available at the Council's Planning Services Reception, Oaklands, Oaklands Road, Haywards Heath, during normal office hours. To access the Online Planning Register, please use the following link: <http://pa.midsussex.gov.uk/online-applications/> Representations in respect of the following applications must be submitted in writing by 26 Jun 2020

DM/20/1237

Location: 141 Station Road Burgess Hill West Sussex RH15 9ED
Desc: Removal of existing porch. First floor extension on east side with vehicle access to garden underneath.
Agent: Stirling Design And Construction Services Ltd

22A Stirling Court Road, Burgess Hill West Sussex RH15 0PT
Applicant: Mr Francis Butcher
Case Officer: Andrew Horrell
Ward: Burgess Hill - Meeds
App. Type: Householder Application

DM/20/1680

Location: Woodside 118A Junction Road Burgess Hill West Sussex
RH15 0NU
Desc: Proposed 4 bedroomed dwelling and Demolition of existing
annex
Agent: Paul Gosling
78 Potters Lane, Burgess Hill West Sussex RH15 9JS
Applicant: Mr B Williams
Case Officer: Joseph Swift
Ward: Burgess Hill - St Andrews
App. Type: Full Application

DM/20/1697

Location: 7 Newport Road Burgess Hill West Sussex RH15 8QG
Desc: White lilac tree - fell.
Applicant: Amelia Riis
7 Newport Road Burgess Hill West Sussex RH15 8QG
Case Officer: Steven King
Ward: Burgess Hill - Victoria
App. Type: Trees in a Conservation Area

DM/20/1721

Location: 29 Foxglove Close Burgess Hill West Sussex RH15 8UY
Desc: Oak tree - Reduce crown by 1.5m
Applicant: Alison Earl
29 Foxglove Close Burgess Hill West Sussex RH15 8UY
Case Officer: Sarah Nelson
Ward: Burgess Hill - Dunstall
App. Type: Tree Surgery

DM/20/1733

Location: Castor House 54B Folders Lane Burgess Hill West Sussex
RH15 0DX

Desc: T1 Ash - fell. T2 Ash - fell. Group of Conifers and Cherries - cut
back to fence line to remove overhang.

Agent: Mrs Nicola Maidman
KPS Contractors Ltd KPS House Ham Lane Scaynes Hill West
Sussex RH17 7PR

Applicant: Mrs Nicola Maidman

Case Officer: Sarah Nelson

Ward: Burgess Hill - Franklands

App. Type: Tree Surgery
