

**MINUTES** of the **PLANNING COMMITTEE**  
held virtually  
on **MONDAY 8 JUNE 2020**

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**Present:** Janice Henwood Chairman  
Sarah Lawrence\* Vice Chairman

Graham Allen  
Andrew Barrett-Miles  
Tofojjul Hussain  
Max Nielsen  
Kathleen Willis\*

**Also Present:**

Peter Chapman  
Robert Eggleston  
Anne Eves  
Lee Gibbs  
Sylvia Neumann

*\*Denotes non-attendance.*

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(19.00)

**170. [OPEN FORUM](#)**

No members of the public spoke at the open forum.

**171. [APOLOGIES FOR ABSENCE](#)**

There were none.

**172. [SUBSTITUTES](#)**

There were none.

**173. [DECLARATIONS OF INTEREST](#)**

Councillors Peter Chapman and Robert Eggleston advised that with regard to any comment(s) they may make on any planning application on tonight's agenda, they reserved the right to alter their views on any application and submission should it come before the Mid Sussex District Council Planning Committees, following reading the planning officer's report, considering any verbal update the planning officer may provide and taking into account the views expressed by other members or members of the public at that meeting.

**174. CHAIRMAN'S ANNOUNCEMENTS**

The Chair was happy to note that a plan to remove an oak and ash tree which were under Tree Preservation Orders had been refused by MSDC due to insufficient evidence.

**175. MINUTES**

The Minutes of the meeting of the Planning Committee held on Monday 18 May 2020, having been previously circulated, were **AGREED** and signed by the Chairman as a correct record.

**176. 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, were considered.

**177. NORTHERN ARC STREET NAMING**

Mid Sussex District Council considered the Town Council's recommendations and responded as set out in Agenda Item 8 dated Monday 8 June 2020. The Committee were invited to suggest alternative names for the Spine Road, to replace Copyhold Avenue and Holmbush Avenue.

**RECOMMENDATION:**

The Committee noted that there was already a Copyhold Lane in Ansty, so Copyhold Avenue should be avoided.

The Committee would consider alternative names, and these would be submitted to MSDC.

**178. Meeting terminated at 19.27 hours.**

## OBSERVATIONS

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

**OBSERVATIONS: The Committee have previously considered this application.**

***INFRASTRUCTURE REQUIREMENTS: - Mid Sussex District Council welcome specific recommendations with regard to Section 106 needs associated with this development. The recommendations of the Planning Committee are as follows:***

Section 106 contributions should go towards community infrastructure and community facilities.

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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

**OBSERVATIONS: Recommend Approval**

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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

**OBSERVATIONS: No objections**

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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

**OBSERVATIONS: Recommend Approval**

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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

**OBSERVATIONS: Recommend Approval**

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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

**OBSERVATIONS: Recommend Approval**

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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

**OBSERVATIONS: Recommend Approval**

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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

**OBSERVATIONS: No objections**

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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

**OBSERVATIONS: Recommend Approval.** The Committee regretted the loss of a garage.

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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

**OBSERVATIONS: Recommend Approval**

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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

**OBSERVATIONS: Recommend Approval**

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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

**OBSERVATIONS: No objections**

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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

**OBSERVATIONS: Recommend Approval**

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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

**OBSERVATIONS: Recommend Approval**

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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

**OBSERVATIONS: Recommend Approval.** The privacy of the neighbouring Woodland Close should be considered.

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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

**OBSERVATIONS: No objections**

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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

**OBSERVATIONS: No objections**

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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

**OBSERVATIONS: No objections**

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