

**MINUTES** of the **PLANNING COMMITTEE**  
held virtually  
on **Monday 1 February 2020**

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**Present:** Janice Henwood Chairman  
Peter Chapman Vice Chairman

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

**Also Present:** Matthew Cornish  
Robert Duggan  
Anne Eves  
Lee Gibbs  
Sylvia Neumann

\* *Denotes non-attendance.*

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(19.00)

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

There were no members of the public present.

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

An apology for absence had been received from Councillor Kathleen Willis.

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

Councillor Matthew Cornish substituted for Councillor Kathleen Willis.

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

Councillor Graham Allen 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.

Councillors Robert Duggan and Janice Henwood declared a personal interest in Item 8 of the Agenda dated 1 February 2021, as they were members of the Burgess Hill CIC, which managed the lease for the building.

**279. CHAIRMAN'S ANNOUNCEMENTS**

An application had been received by MSDC to trade in the MSDC car park adjacent to the Burgess Hill Burial Ground. The application was for selling coffee and snacks during the weekends and bank holidays. The space in the car park was limited and there were concerns over this and the potential increase in waste in the area. MSDC had asked for any comments on this application from the Town Council.

**RESOLVED that:**

The Planning Committee was against the application and would submit the following comments to MSDC:

“It was inappropriate for the business to trade near a burial ground. The car park was too small; meaning that visitor parking would overflow into the burial ground car park. There were no facilities for additional waste which would be produced, and additional waste would be detrimental to the Green Circle wildlife corridor adjacent to the car park.”

**280. MINUTES**

The Minutes of the meeting of the Planning Committee held on 11 January 2021, having been previously circulated, were **AGREED** and signed by the Chairman as a correct record.

**281. 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 11 January 2021, were considered.

**282. LICENCE APPLICATION LI/21/0041 – SCRAPLESS, UNIT 1, 25-29 THE MARTLETS, RH15 9NN**

Notification had been received from Mid Sussex District Council on 15 January 2021 of an application for a new premises license.

Councillors were reminded of the 4 licensing objectives. Crime and Disorder, Public Safety, Public Nuisance and prevention of harm to children and young people.

Councillors Robert Duggan and Janice Henwood declared a personal interest in this item as they were members of the Burgess Hill CIC, which managed the lease for the building.

**RESOLVED that:**

The Committee noted the application.

**283. Meeting terminated at 19.32 hours.**

## OBSERVATIONS

**Parish: Burgess Hill**

**Ward: Burgess Hill - Victoria**

DM/20/2325

Location: 1 Cromwell Mews Burgess Hill West Sussex RH15 8QF  
Desc: Proposed single storey extension to side elevation.  
Agent: Mr Robert Taylor  
Robert Taylor Consultants Bungalow 2 Anchor Cottage Ditton  
Place Brantridge Lane Balcombe RH17 6JR  
Applicant: Mr Stuart Hale  
1 Cromwell Mews Burgess Hill West Sussex RH15 8QF  
Case Officer: Caroline Grist  
App. Type: Householder Application

**OBSERVATIONS: Recommend Approval. The Committee raised concerns over the poor presentation of the plans.**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - St Andrew's**

DM/20/4566

Location: 21 Manor Close Burgess Hill West Sussex RH15 0NN  
Desc: Construct a single storey side extension to provide improved level access into the property.  
Agent: Mr Mark Mason  
Amber Living Unit 3, Tungsten Building George Street Portslade  
BN41 1RA  
Applicant: Mr And Mrs Thompson  
21 Manor Close Burgess Hill West Sussex RH15 0NN  
Case Officer: Anna Tidey  
App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Victoria**

DM/20/4683

Location: 16 Victoria Way Burgess Hill West Sussex RH15 9NF  
Desc: 15 new self-storage units, totalling 114 square metres, located on the West side and the North East corner of the existing building.  
Agent: Mr Danny Simmonds  
RPS Planning And Development 20 Farrington Street London  
EC4A 4AB  
Applicant: Delve Services Limited  
37 Duke Street London  
Case Officer: Katherine Williams  
App. Type: Full Application

**OBSERVATIONS: Recommend Refusal. 4 of the units at the rear of the land would back onto Orchard Way, which was a residential area. The units would have rolling shutters, which were noisy, and there were no time restrictions on access to the units, so there could be noise at antisocial hours.**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - St Andrew's**

DM/20/4704

Location: 2 Farnlea Burgess Hill West Sussex RH15 0BD  
Desc: Single storey side extension and garage conversion.  
New pitched roof to front porch.  
Agent: Mr Paul Gosling  
78 Potters Lane Burgess Hill West Sussex RH15 9JS  
Applicant: Mr S Allen  
2 Farnlea Burgess Hill West Sussex RH15 0BD  
Case Officer: Anna Tidey  
App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Leylands**

DM/20/4578

Location: 24 Chiltonton Close Burgess Hill West Sussex RH15 8SH  
Desc: Removal of existing conservatory. Erection of single storey rear extension.  
Agent: Mrs Kelly McNally  
KM Architecture 46 Valebridge Drive Burgess Hill RH15 0RW  
Applicant: Miss Waldron  
24 Chiltonton Close Burgess Hill West Sussex RH15 8SH  
Case Officer: Hamish Evans  
App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - St Andrew's**

DM/21/0049

Location: 26 Gerald Close Burgess Hill West Sussex RH15 0NB  
Desc: Demolish existing garage. Double storey and single storey side extensions  
Agent: Christopher Jones  
Christopher Jones Projects Chapel Cottage 182 Leylands Road  
RH17 8HS  
Applicant: Mr and Mrs Cook

26 Gerald Close Burgess Hill West Sussex RH15 0NB

Case Officer: Jacob Lane

App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/21/0056

Location: Land Adjacent Either Side Of Batchelors Farm Keymer Road  
Burgess Hill West Sussex

Desc: Variation of condition 4 relating to DM/15/3955 to re-word  
Condition 4 to read as "No part of the development shall be first  
occupied until such time as the vehicular access points serving  
the development have been constructed in accordance with  
plans and details submitted to and approved in writing by the  
Local Planning Authority". In addition, add a condition in relation  
to the temporary access to the rear of the site for the  
construction of the development to read "Prior to the occupation  
of the dwellings, the temporary access surface to the rear of the  
site as showing in drwg 1809/COND.01 Rev A shall be removed  
and the land restored to its former use."

Agent: Mr W Adams

Bunton Barn Bunton Lane Bolney West Sussex RH17 5RE

Applicant: King

Bunton Barn Bunton Lane Bolney Haywards Heath

Case Officer: Joanne Fisher

App. Type: Removal/Variation of Condition

**OBSERVATIONS: The Committee noted the application.**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - St Andrew's**

DM/21/0067

Location: 39 Amaryllis Road Burgess Hill West Sussex RH15 0UQ

Desc: Loft conversion with rear facing dormer and front roof lights to  
create second floor.

Agent: Mr Simon Burrows

Si-tec Plans Ltd The Lodge Bramshill Road Eversley Hook RG27  
PT

Applicant: Mr and Mrs Sleet

39 Amaryllis Road Burgess Hill West Sussex RH15 0UQ

Case Officer: Andrew Horrell

App. Type: Lawful Development Certificate -Proposed

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

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/21/0103

Location: 1 Glendale Road Burgess Hill West Sussex RH15 0EJ  
Desc: T1 Lime - Remove significant basal growth. T2 Holly - Reduce to hedge height. T3 Thuja - Reduce height by up to 8m. T4 Thuja - Reduce height by up to 5m.  
Agent: Ben McWalter  
The Oaks Henfield Road Albourne Hassocks West Sussex BN6 9DE  
Applicant: Tanya Whelan  
1 Glendale Road Burgess Hill West Sussex RH15 0EJ  
Case Officer: Sarah Nelson  
App. Type: Trees in a Conservation Area

**OBSERVATIONS: No objections**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/21/0149

Location: 27 Silverdale Road Burgess Hill West Sussex RH15 0ED  
Desc: Yew Tree- Fell to ground level and replant with native tree.  
Agent: Mr Antony Geer  
AG Garden And Tree 16 Capenors Burgess Hill RH15 9QL  
Applicant: Jo Chanter  
27 Silverdale Road Burgess Hill West Sussex RH15 0ED  
Case Officer: Sarah Nelson  
App. Type: Trees in a Conservation Area

**OBSERVATIONS: Objections. Yew was a native tree. A reason had not been given for the felling of the tree. In future, reasons should be required for the felling of trees before the application is considered.**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Dunstall**

DM/21/0156

Location: 34 Coulstock Road Burgess Hill West Sussex RH15 9XH  
Desc: Oak Tree - Fell to ground level  
Agent: Mr Antony Geer  
16 Capenors Burgess Hill West Sussex RH15 9QL  
Applicant: Mr Keith Shelmerdine  
34 Coulstock Road Burgess Hill West Sussex RH15 9XH  
Case Officer: Irene Fletcher  
App. Type: Tree Surgery

**OBSERVATIONS: Objections. A reason had not been given for the felling**

of the tree on the application. In future, reasons should be required for the felling of trees before the application is considered.

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Meeds**

DM/21/0095

Location: 25 - 27 Station Road Burgess Hill West Sussex RH15 9DE  
Desc: Erection of part two storey, part first floor extension to the rear of existing building to form 2no. additional two bedroom residential units following removal of existing rear roof structures.  
Agent: Michael Ruddock  
Pegasus Group Columbia Centre Station Road Bracknell RG12 1LP  
Applicant: Warrant Investments PLC  
Warrent Investments PLC C/o Agent The Columbia Centre Station Road Bracknell RG12 1LP  
Case Officer: Anna Tidey  
App. Type: Full Application

**OBSERVATIONS: Recommend Approval. The Committee expressed concern over the lack of car parking spaces.**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Leylands**

DM/21/0113

Location: 7 Petworth Drive Burgess Hill West Sussex RH15 8JT  
Desc: Demolish greenhouse and detached garage. Construct extension to form ancillary accommodation to main dwelling.  
Agent: Mr Chris Upton  
Upton Designs Consultancy Ltd 8 Gladstone Road Burgess Hill RH15 0QQ  
Applicant: Mrs D Scott  
7 Petworth Drive Burgess Hill West Sussex RH15 8JT  
Case Officer: Caroline Grist  
App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Victoria**

DM/21/0166

Location: 115 London Road Burgess Hill West Sussex RH15 8LU  
Desc: BH/Proposed loft conversion with roof light to front and rear elevations.  
Agent: Mr Daryl Gowlett  
Clive Voller Associates 2 Woolven Close Burgess Hill RH15 9RR  
Applicant: Mr Yann Davies

115 London Road Burgess Hill West Sussex RH15 8LU  
Case Officer: Hamish Evans  
App. Type: Lawful Development Certificate -Proposed

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

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Meeds**

DM/21/0175

Location: 4 Meadow Lane Burgess Hill West Sussex RH15 9JA  
Desc: Demolition of existing lean-to conservatory and erection of new single storey extension. Enlarged highways cross over to front of property to allow for additional car parking.  
Agent: Mr Robert Thomas  
61 Coulstock Road Burgess Hill West Sussex RH15 9XZ  
Applicant: Marie Marlow  
Outcast Properties Ltd 4 Meadow Lane Burgess Hill West Sussex RH15 9JA  
Case Officer: Anna Tidey  
App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Victoria**

DM/21/0010

Location: 2 South Drive Burgess Hill West Sussex RH15 9PY  
Desc: Single storey side extension  
Applicant: Mrs Chloe Alderson  
2 South Drive Burgess Hill West Sussex RH15 9PY  
Case Officer: Anna Tidey  
App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/21/0017

Location: Spinningdale Keymer Road Burgess Hill West Sussex  
Desc: Form three new dormer windows and adapt existing flat roof dormer to pitched roof, all to front elevation  
Agent: Mr Graham Whitehouse  
GWP Architects Ltd Fairfield House 49 Fairfield Road Burgess Hill West Sussex RH15 8QB  
Applicant: Ms Catherine Forbes  
Spinningdale Keymer Road Burgess Hill West Sussex RH15 0AH



Case Officer: Hamish Evans  
App. Type: Householder Application

**OBSERVATIONS: Recommend Refusal. This was an overdevelopment of the site and out of scale with the original building. The application contravened the Mid Sussex Design Guide Policies 49 and 52.**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/21/0018

Location: Birchways Keymer Road Burgess Hill West Sussex  
Desc: Pitched/flat roof double garage.  
Agent: Mr Stuart Wickham  
SDR Designs 14 Batemans Road Woodingdean Brighton BN2 6RD  
Applicant: Mr and Mrs Simon Bellm  
Birchways Keymer Road Burgess Hill West Sussex RH15 0AL  
Case Officer: Anna Tidey  
App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

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