

**MINUTES** of the **PLANNING COMMITTEE**  
held in the Council Chamber  
on **Monday 17 May 2021**

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**Present:**

Janice Henwood

Chairman

Graham Allen\*

Andrew Barrett-Miles

Matthew Cornish

Peter Chapman

Tofojjul Hussain

Max Nielsen\*

**Also Present:**

Anne Eves

Sylvia Neumann

\* *Denotes non-attendance.*

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(19.00)

**319. OPEN FORUM**

There were no members of the public present.

**320. APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillor Max Nielsen and Graham Allen.

**321. SUBSTITUTES**

Councillor Anne Eves substituted for Councillor Max Nielsen. Councillor Sylvia Neumann substituted for Councillor Graham Allen.

**322. DECLARATIONS OF INTEREST**

Councillor Anne Eves 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.

**323. ELECTION OF VICE-CHAIRMAN OF THE PLANNING COMMITTEE FOR THE ENSUING YEAR**

**RESOLVED that:**

Peter Chapman was elected Vice Chairman of the Planning Committee.

**324. CHAIRMAN'S ANNOUNCEMENTS**

At the Planning Committee Meeting on 6 April the Committee had considered the application DM/21/1161, however the plans had not been provided, so the Committee could not comment. Notification had been received from Mid Sussex District Council that the plans were not uploaded until 8 April due to an administrative error. The Planning Officer would wait for the Committee's comments on this application

**RECOMMENDATION: Recommend Approval**

**325. MINUTES**

The Minutes of the meeting of the Planning Committee held on 26 April 2021, having been previously circulated, were **AGREED** and signed by the Chairman as a correct record.

**326. 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 26 April 2021, were considered.

**327. LICENCE APPLICATION LI/21/0384, Silvas 1 Keymer Parade, Keymer Road, Burgess Hill, West Sussex, RH15 0AB**

Notification was received of a new Premises Licence for Silvas, as set out in Agenda Item 9 dated 17 May 2021.

**RECOMMENDATION:**

The Committee noted the application.

**328. Meeting terminated at 19.40 hours.**

## OBSERVATIONS

**Parish: Burgess Hill**

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

DM/20/4556

Location: Pollards Farm Ditchling Road Ditchling Common Ditchling  
Desc: Demolition of existing barn and outbuilding. Erection of 1 x 4 Bedroom, 2 storey dwelling and new entrance gate.(Amended plans and description)  
Agent: Stickland Wright Ltd.  
4 Gloucester Passage Brighton BN1 4AS  
Applicant: Dim South Ltd  
Hazel Cottage Warren Road Woodingdean Brighton BN2 6DA  
Case Officer: Joseph Swift  
App. Type: Full Application

**OBSERVATIONS: Recommend Refusal**

The environmental impact report had not been provided.

**Parish: Burgess Hill**

**Ward: Burgess Hill - Victoria**

DM/21/1366

Location: 13 Orchard Way Burgess Hill West Sussex RH15 9PB  
Desc: (Amended Description 20.04.2021) Loft conversion with rear dormer to create second floor. Demolition of existing detached garage. New single storey front porch and single storey rear extension.  
Agent: Mrs Kelly McNally  
KM Architecture 46 Valebridge Drive Burgess Hill West Sussex RH15 0RW  
Applicant: Mr and Mrs Dell  
13 Orchard Way Burgess Hill West Sussex RH15 9PB  
Case Officer: Katherine Williams  
App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

**Parish: Burgess Hill**

**Ward: Burgess Hill - Meeds**

DM/21/1400

Location: Keymer Double Glazing 47 Church Walk Burgess Hill West Sussex  
Desc: Change of use from A1 to E(b). Installation of new ductwork externally for extraction to new kitchen. Installation of new shopfront and placement of external tables and chairs on pavement.  
Agent: Ms Linda Turner  
Inature Architecture And Design The Studio 52 Compton Avenue Brighton BN1 3PS  
Applicant: Selda Tunc 78 Highbank Haywards Heath RH16 4TU  
Case Officer: Joseph Swift  
App. Type: Change of Use Application

**OBSERVATIONS: Recommend Approval**

The Committee would wish the application to adhere to the conditions from the Environmental Officer.

**Parish: Burgess Hill**

**Ward: Burgess Hill - Meeds**

DM/21/1497

Location: 48 Crescent Road Burgess Hill West Sussex RH15 8EG  
Desc: T1 Yew - Reduce all over by up to 3m in crown height and 2.5m in lateral growth, lift to 2.5m from ground level.  
Agent: Mr Stuart Wells  
Connick Tree Care New Pond Farm Woodhatch Road Reigate RH2 7QH  
Applicant: Ms Ashlee Fowler  
48 Crescent Road Burgess Hill West Sussex RH15 8EG  
Case Officer: Sarah Nelson  
App. Type: Trees in a Conservation Area

**OBSERVATIONS: No Objections**

**Parish: Burgess Hill**

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

DM/21/1501

Location: 89 Janes Lane Burgess Hill West Sussex RH15 0QP  
Desc: Two storey extensions to both sides and rear of the dwelling with new fenestration. Removal of existing detached garage and erection of a detached garage and gym, with home office above.  
Agent: Mr Stuart Beckett  
Beckett Architectural And Consultancy Services Ltd 53 Bramble Gardens Burgess Hill West Sussex RH15 8UQ  
Applicant: Mr Simon Jones  
89 Janes Lane Burgess Hill West Sussex RH15 0QP  
Case Officer: Caroline Grist  
App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/21/1526

Location: 7 Beechwoods Burgess Hill West Sussex RH15 0DE  
Desc: Rear extension to existing side attached garage  
Agent: Stuart Powell  
PR Design For Building Field House 10A Commercial  
Applicant: Mr K Randall  
7 Beechwoods Burgess Hill West Sussex RH15 0DE  
Case Officer: Hamish Evans  
App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/21/1528

Location: 61 Marlborough Drive Burgess Hill West Sussex RH15 0ET  
Desc: Single storey rear extension to replace existing conservatory.  
Agent: Mr Russell Wooden  
Eleven Folders Close Burgess Hill RH15 0TA  
Applicant: Mr B Gingell  
61 Marlborough Drive Burgess Hill West Sussex RH15 0ET  
Case Officer: Katherine Williams  
App. Type: Lawful Development Certificate -Proposed

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

**Parish: Burgess Hill**

**Ward: Burgess Hill - Dunstall**

DM/21/1532

Location: 3 The Wickets Burgess Hill West Sussex RH15 8TG  
Desc: Demolish existing conservatory and erect a single storey rear extension  
Agent: Mr Scott Ellisdon  
Ellisdon Architectural Associates Woggo Hophurst Hill Crawley  
Down RH10 4LP  
Applicant: Mr and Mrs Owens  
3 The Wickets Burgess Hill West Sussex RH15 8TG  
Case Officer: Jacob Lane  
App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/21/1541

Location: 11 Keymer Gardens Burgess Hill West Sussex RH15 0AF  
Desc: First floor extension, raising the roof over the kitchen/dining area to form an additional double bedroom, en-suite and dressing-room.  
Agent: Mr R G Smith  
18 Highlands Close Hassocks West Sussex BN6 8LD  
Applicant: Mr Aaron Sparks-Carolan  
11 Keymer Gardens Burgess Hill West Sussex RH15 0AF  
Case Officer: Andrew Horrell  
App. Type: Householder Application

**OBSERVATIONS: Recommend Refusal**

There were insufficient car parking spaces for a four bedroom house according to the WSCC car parking guidelines.

**Parish: Burgess Hill**

**Ward: Burgess Hill - Victoria**

DM/21/1543

Location: 67 Orchard Road Burgess Hill West Sussex RH15 9PH  
Desc: Conversion of existing loft and formation of rear dormer and insertion of 2no Velux roof lights in front roof slope.

Agent: Mr Robert Thomas  
RT Architectural Services 61 Coulstock Road Burgess Hill West  
Sussex RH15 9XZ  
Applicant: Mr and Ms Alland & Jones  
67 Orchard Road Burgess Hill West Sussex RH15 9PH  
Case Officer: Hamish Evans  
App. Type: Lawful Development Certificate -Proposed

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

**Parish: Burgess Hill**

**Ward: Burgess Hill - Victoria**

DM/21/1564

Location: Karma Portland Road Burgess Hill West Sussex  
Desc: Rear single storey extension.  
Agent: Mr Andy Parsons  
Yelo Architects Ltd Spaces Mocatta House Trafalgar Place  
Brighton BN1 4DU  
Applicant: Mr Paul Martin  
Capers Portland Road Burgess Hill West Sussex RH15 9RL  
Case Officer: Katherine Williams  
App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

**Parish: Burgess Hill**

**Ward: Burgess Hill - Leylands**

DM/21/1010

Location: 3 St Peters Road Burgess Hill West Sussex RH15 8JP  
Desc: Proposed extension of an existing rear elevation flat roof  
dormer, hip to gable conversion, removal of chimney to rear  
elevation, 3 no. rooflights to front elevation, external insulated  
render to all elevations and internal alterations to suit.  
Agent: Noel Boswijk  
NB Architects Unit 5, Level 4 South New England House New  
England Street Brighton BN1 4GH  
Applicant: Mr Garry Banks  
3 St Peters Road Burgess Hill West Sussex RH15 8JP  
Case Officer: Rachel Richardson  
App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

**Parish: Burgess Hill**

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

DM/21/1530

Location: 10 Rolfe Drive Burgess Hill West Sussex RH15 0LA  
Desc: Oak - Remove dead wood and epicormic growth. Remove  
lowest limb on north side. Thin crown by 10%  
Agent: Sussex Tree Surgeons  
Erringham Farm Mill Hill Shoreham-by-Sea BN43 5FA  
Applicant: Mrs Sue Upperton  
12 Rolfe Drive Burgess Hill West Sussex RH15 0LA  
Case Officer: Irene Fletcher

App. Type: Tree Surgery

**OBSERVATIONS: No Objections**

**Parish: Burgess Hill**

**Ward: Burgess Hill - Victoria**

DM/21/1542

Location: 33 Fairfield Road Burgess Hill West Sussex RH15 8QB

Desc: Construction of single storey rear extension.

Agent: Mr Nick Gardner

NG Architect Flat A 23 South Villas London NW19 BT

Applicant: Mr S Leeming

33 Fairfield Road Burgess Hill West Sussex RH15 8QB

Case Officer: Deborah Lynn

App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

**Parish: Burgess Hill**

**Ward: Burgess Hill - Victoria**

DM/21/1594

Location: 30 Cromwell Road Burgess Hill West Sussex RH15 8QH

Desc: Demolition of existing two storey rear extension and construction of new two storey extension.

Agent: Mr Malcolm Batchelor

Hestia, Heathfield Road Cross In Hand Heathfield East Sussex TN21 0LS

Applicant: Mr and Mrs Richard Heather

30 Cromwell Road Burgess Hill West Sussex RH15 8QH

Case Officer: Anna Tidey

App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

**Parish: Burgess Hill**

**Ward: Burgess Hill - Meeds**

DM/21/1607

Location: Burgess Hill Angling Centre Ltd 143 Lower Church Road Burgess Hill West Sussex

Desc: Variation of condition nos. 2 and 4 relating to planning application DM/20/0604 - Condition 2 to allow the inclusion of a blue line around the land within the ownership including the area proposed for the stores. Condition 4 to submit the required details of the bin and bike stores to avoid the requirement for further information to be submitted.

Applicant: Mr Bhav Patel

Regents Bay Investments Ltd 14 Connaught Terrace Hove East Sussex BN3 3YW

Case Officer: Katherine Williams

App. Type: Removal/Variation of Condition

**OBSERVATIONS: Recommend Approval**

**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/21/1632

Location: 7 Sycamore Drive Burgess Hill West Sussex RH15 0GG  
Desc: Oak (T9) - Reduce limbs away from property by 1.5 meters. Ash (T10) - Fell  
Agent: Ben McWalter  
The Oaks Henfield Road Albourne Hassocks West Sussex BN6 9DE  
Applicant: Rebecca Gould  
7 Sycamore Drive Burgess Hill West Sussex RH15 0GG  
Case Officer: Irene Fletcher  
App. Type: Tree Surgery

**OBSERVATIONS: Objections**

There was no reason for felling the ash tree, it was not diseased, and was important for the vista of the estate. The Committee supported the objections made by the Burgess Hill Tree Warden.

**Parish: Burgess Hill**

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

DM/21/1635

Location: 39 Stirling Court Road Burgess Hill West Sussex RH15 0PS  
Desc: Single storey side extension  
Agent: Mr Chris Upton  
Upton Design Consultancy Ltd 8 Gladstone Road Burgess Hill RH15 0QQ  
Applicant: Mr N Buxton  
39 Stirling Court Road Burgess Hill West Sussex RH15 0PS  
Case Officer: Anna Tidey  
App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

**Parish: Burgess Hill**

**Ward: Burgess Hill - Meeds**

DM/21/1669

Location: 50 Park Road Burgess Hill West Sussex RH15 8ET  
Desc: Yew (T1) - reduce height by 1 metre (Just below BT Lines) and re-shape in front of garden.  
Applicant: Mrs Daisy Costick  
50 Park Road Burgess Hill West Sussex RH15 8ET  
Case Officer: Sarah Nelson  
App. Type: Trees in a Conservation Area

**OBSERVATIONS: No Objections**

**Parish: Burgess Hill**

**Ward: Burgess Hill - Dunstall**

DM/21/0842

Location: 14 The Acorns Burgess Hill West Sussex RH15 8UW  
Desc: Conversion of attached garage into a habitable room.  
Applicant: Mr Simon Lentner  
14 The Acorns Burgess Hill West Sussex RH15 8UW



Case Officer: Deborah Lynn  
App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/21/1579

Location: 24 Oak Hall Park Burgess Hill West Sussex RH15 0BX  
Desc: Retrospective change of use of existing footpath verge into private garden and erection of boundary fencing.  
Agent: Mr George Baxter  
George Baxter Associates Pooh Corner St Georges Lane  
Hurstpierpoint BN6 9QX  
Applicant: Mr Joshua Baxter  
24 Oak Hall Park Burgess Hill West Sussex RH15 0BX  
Case Officer: Jacob Lane  
App. Type: Change of Use Application

**OBSERVATIONS: Recommend Refusal**

The brick wall was built in 1855. The Application was contradictory to the Neighbourhood Plan Core Objective 4, as the wall was a neighbourhood amenity, Policy G2, as the applicant had encroached onto the 'spoke' of the Green Circle, Policy G6, as the width of this footpath had not been retained, and Policy H1, as this was a heritage asset, built in 1855.

The application was contrary to Mid Sussex District Plan Policies DP34, DP22, as the fence encroached onto the public right of way, and DP26.

The Burgess Hill Heritage and History Association objected strongly to this application and the Committee supported this. The wall was being listed as a Public Realm Asset in a list being produced by Burgess Hill Town Council and Burgess Hill Heritage and History Association.

The Committee require that the fence be removed and the wall be reinstated with lime based mortar (rather than cement) and old brick to be consistent with the existing wall, in the original position.

**Parish: Burgess Hill**

**Ward: Burgess Hill - Meeds**

DM/21/1629

Location: 20 Grove Road Burgess Hill West Sussex RH15 8LF  
Desc: Demolish existing porch fronting the highway and erect new porch with internal alterations and new/altered windows.  
Agent: Miss Claire Townsend  
CAT Architectural Services 76 Hawth Park Road Seaford BN25 2RQ  
Applicant: Daniel and Jill Williams  
16 Grove Road Burgess Hill West Sussex RH15 8LF  
Case Officer: Anna Tidey  
App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

**Parish: Burgess Hill**

**Ward: Burgess Hill - Victoria**

DM/21/1651

Location: 1 Cromwell Mews Burgess Hill West Sussex RH15 8QF

Desc: Single storey side extension.

Applicant: Mr Stuart Hale

1 Cromwell Mews Burgess Hill West Sussex RH15 8QF

Case Caroline Grist

Officer:

App. Type: Householder Application

**OBSERVATIONS: Recommend Refusal**  
**The application was detrimental to the Street Scene.**

**Parish: Burgess Hill**

**Ward: Burgess Hill - Dunstall**

DM/21/1700

Location: 10 Wisden Avenue Burgess Hill West Sussex RH15 8TL

Desc: Two Storey side extension

Agent: Mr Shaun Morphew

Walnut Tree Cottage Tanyard Lane Chelwood Gate Haywards  
Heath RH17 7LX

Applicant: Mr Bruce Charman

10 Wisden Avenue Burgess Hill West Sussex RH15 8TL

Case Hamish Evans

Officer:

App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

The application below was outside of our boundary but was added for comments due to proximity:

**Parish: Ansty And Staplefield**

**Ward: Cuckfield**

DM/21/1524

Location: Bridge Hall Cuckfield Road Burgess Hill West Sussex

Desc: Full application for the erection of 35 residential dwellings with new access created onto Cuckfield Road, landscaping, open space and parking.

Applicant: Brookworth Homes Limited, Brookworth Homes Brookworth House  
99 Bell Street RH2 7AN

Case Officer: Steven King

App. Type: Full Application

**OBSERVATIONS:**

The Committee expressed concern over the safety of the single access point onto Cuckfield Road, which had no provision for pedestrians or cyclists, and the lack of provision for footways and cycleways within the development. Photovoltaic panels and provision for electric vehicle charging points for dwellings should be a requirement. There was no provision for replacement habitats for the bats currently on site. The Committee requested that a credible archaeologist should be on site to monitor while the house platforms were excavated, as this was a historical site – the earliest records of this house were from 1250ad. The

Committee expressed concern over the lack of an equipped children's play area.