

MINUTES of the **PLANNING COMMITTEE**
held virtually
on **Monday 21 December 2020**

Present: Janice Henwood Chairman
Peter Chapman Vice Chairman

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

Also Present:

Anne Eves
Sylvia Neumann

* *Denotes non-attendance.*

(19.00)

254. OPEN FORUM

There were no members of the public present.

255. APOLOGIES FOR ABSENCE

There were none.

256. SUBSTITUTES

There were none.

257. DECLARATIONS OF INTEREST

Councillor Graham Allen advised that with regard to any comment(s) he may make on any planning application on tonight's agenda, he reserved the right to alter his 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.

Councillor Graham Allen declared an interest in application DM/20/3704 as it was his neighbour's property.

Councillor Andrew Barrett-Miles declared an interest in application WSCC/055/20 as he was a member at West Sussex County Council and on the Planning Committee. Any comments he made on the application would be preliminary.

258. CHAIRMAN'S ANNOUNCEMENTS

There were none.

259. MINUTES

The Minutes of the meeting of the Planning Committee held on Monday 30 November 2020, having been previously circulated, were **AGREED** and signed by the Chairman as a correct record.

260. 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 30 November 2020, were considered.

261. PLANNING APPLICATION WSCC/055/20 – WOODLANDS MEED COLLEGE

The following application was received from West Sussex County Council on 4 December and can be viewed here:

<https://westsussex.planning-register.co.uk/planning/display/WSCC/055/20>

Representations in respect of the following application are due by 24 December 2020.

WSCC/055/20

Location: Woodlands Meed College, Birchwood Grove Road, Burgess Hill RH15 0DP

Proposal: Construction of new two storey Special Educational Needs and Disabilities (SEND) College building with associated soft and hard landscaping, a floodlit all-weather pitch, car parking and drop off/pick up facilities and alterations to existing access arrangements

Applicant: West Sussex County Council

OBSERVATIONS: Recommend Approval.

The Committee were in enthusiastic support of the application. The Committee raised concerns over the construction access to the site. The Committee would like to see a traffic management plan in place, and a renewable energy scheme for the new building.

262. TOWN AND COUNTRY PLANNING ACT 1990 – SECTION 78 APPEAL

Notification was received that the following appeal had been made to the

Planning Inspectorate.

DM/20/1323

Appeal by: Ms Julia Gent

Location: 11 Kilnwood Avenue Burgess Hill West Sussex RH15 0ZD

Proposed Development: Convert integral garage into habitable room.

Appeal Ref: AP/20/0064

RESOLVED that:

The Committee would await a copy of the Appeal Decision from Mid Sussex District Council.

263. [LICENCE APPLICATION - LI/20/1375 CO-OP 200 LONDON ROAD BURGESS HILL WEST SUSSEX RH15 9RD](#)

Notification was been received from Mid Sussex District Council on 8 December 2020 of an application for a changes to the internal layout of the premises. Details of this application can be found at <https://www.midsussex.gov.uk/licensing-business/latest-licensing-applications/>

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

RESOLVED that :

The Committee noted the application.

264. [LICENCE APPLICATION - LI/20/1376 CO-OP 86 JUNCTION ROAD BURGESS HILL WEST SUSSEX RH15 0JP](#)

Notification was been received from Mid Sussex District Council on 8 December 2020 of an application for a changes to the internal layout of the premises. Details of this application can be found at <https://www.midsussex.gov.uk/licensing-business/latest-licensing-applications/>

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

RESOLVED that :

The Committee noted the application.

265. [Meeting terminated at 19.55 hours.](#)

OBSERVATIONS

DM/20/2969

Location: 14 Petworth Drive Burgess Hill West Sussex RH15 8JY
Desc: To place a 1.8 metre fence by 2.10 metres out from where the current wall stands and extend along the side of the house 12.5 metres in length leaving 3.5 metres of original wall in place.
Amended Plans received: 19.11.2020.
Applicant: Miss Carla-Louise Lawrence
14 Petworth Drive Burgess Hill West Sussex RH15 8JY
Case Officer: Anna Tidey
Ward: Burgess Hill - Leylands
App. Type: Householder Application

OBSERVATIONS: Recommend Refusal

The application was detrimental to the street scene and to the townscape.

DM/20/3819

Location: Walstead House Birchwood Grove Road Burgess Hill West Sussex RH15 0DL
Desc: Detached dwelling with associated access and gardens (Tree report received 13/11/2020).
Agent: Mrs Julia Exley
Elizabeth Lawrence Ltd Woodend, Water Lane Water Lane Storrington RH20 3LY
Applicant: Mrs Julia Pyper
Case Officer: Rachel Richardson
Ward: Burgess Hill - Franklands
App. Type: Full Application

OBSERVATIONS: Recommend Refusal

The application was out of keeping with the road. It was effectively a back garden development, and was too large for the size of the plot. The application was unneighbourly to the neighbouring Cherry Tree House, whose windows overlook the site.

The application would cause a highways issue. The entrance was a new entrance onto the bridleway, and was opposite the entrance and exit to Birchwood Grove School and Woodlands Meed college. This was also a narrow section of the road. The Committee would wish a highways officer to visit the site.

The application contravened Neighbourhood Plan Policies CO1, H1, H2, and H3, Mid Sussex District Plan policies DP26 (specifically not causing harm to the amenities of the properties already existing), DP35, DP37 (relating to the T7 Horse Chestnut Tree on the site and the phrasing in the policy 'prevents damage to root systems and takes account of expected future growth') and Mid

DM/20/4174

Location: 44 Dunstall Farm Road Burgess Hill West Sussex RH15 8BJ
Desc: Erect a single story extension to the front and side of the property.
Agent: Mr Frazer Jessop
Amber Living Unit 3, Tungsten Building George Street Portslade
Brighton BN41 1RA
Applicant: Mrs Tipper
Case Officer: Andrew Horrell
Ward: Burgess Hill - Dunstall
App. Type: Householder Application

OBSERVATIONS: Recommend Approval

The Committee raised concerns over the loss of car parking space.

DM/20/4183

Location: Land Rear Of 88 Folders Lane Burgess Hill West Sussex RH15
0DX
Desc: Variation of condition 2 of planning permission
AP/16/0040(14/04492/FUL) to amend approved plans to allow the
inclusion of garden rooms to plots 42, 44 & 45.
Applicant: Mr William Simons
Jones Homes (Southern) Limited 3 White Oak Square Swanley
Kent BR8 7AG
Case Officer: Caroline Grist
Ward: Burgess Hill - Franklands
App. Type: Removal/Variation of Condition

OBSERVATIONS: Recommend Approval

DM/20/4273

Location: Glendor, 14 Silverdale Road, Burgess Hill, West Sussex, RH15
0EF
Desc: Change of use from single dwelling (C3) to boarding house (C2) to
serve Burgess Hill School for Girls. Demolition of existing shed with
single storey extensions to both sides of the property and decking
area to rear. Conversion of loft to create second floor within roof
space with new roof lights.
Agent: Ms Cathy Fishenden
Enplan, 111 High Street, Lewes, BN7 1XY
Applicant: Burgess Hill School For Girls
Case Officer: Deborah Lynn

Ward: Burgess Hill - Franklands
App. Type: Change of Use Application

OBSERVATIONS: Recommend Refusal

The application contravened Neighbourhood Plan policies CO1, H1, H3, Mid Sussex District Plan policy DP35, and Mid Sussex Design Guide, particularly Section 6 referring to roof design, dormer windows, and roof height.

DM/20/4294

Location: 17 Wykeham Way Burgess Hill West Sussex RH15 0HE
Desc: Oak (T1) reduce crown by 2m.
Applicant: Mr Andrew Sherlock
17 Wykeham Way Burgess Hill West Sussex RH15 0HE
Applicant: Mr Andrew Sherlock
Case Officer: Sarah Nelson
Ward: Burgess Hill - Franklands
App. Type: Tree Surgery

OBSERVATIONS: No objections

DM/20/3704

Location: 61 The Ridings Burgess Hill West Sussex RH15 0PL
Desc: Garden annexe to rear of property. Amended plans received 25.11.2020 showing changes to position, layout and size of outbuilding. Arboricultural report received 01.12.2020.
Agent: James Burton
3 Somerhill Avenue Hove East Sussex BN3 1RJ
Applicant: Mr And Mrs Ballard
Case Officer: Deborah Lynn
Ward: Burgess Hill - Franklands
App. Type: Householder Application

OBSERVATIONS: Recommend Refusal

The proposed building was too close and would be detrimental to a mature oak tree in neighbouring property, which could later cause subsidence to building, requiring the tree to be removed.

DM/20/4247

Location: 17 And 19 Silverdale Road Burgess Hill West Sussex RH15 0ED
Desc: (T1) Hawthorn - Cut back by 3-4m. (T2) Beech Tree - Remove neighbours(number17) encroaching lower two chestnut branches. (T3) Lime Tree - Remove the three lowest branches back to the stem. (T4) Neighbours (number 17) Sycamore - Cut the three branches which are hanging into garden of number 19. (T5) Willow in rear garden, Fell and cut stem low to ground.

Agent: Mr Robert Dennis
Holder Tree Services 5 Stokes Close Maidenbower Crawley RH10
7LY
Applicant: Mr Bob Harrison
Case Officer: Anna Tidey
Ward: Burgess Hill - Franklands
App. Type: Trees in a Conservation Area

OBSERVATIONS: No objections

DM/20/4293

Location: 18 Fry Crescent Burgess Hill West Sussex RH15 8TP
Desc: Change of use of public footpath grass border to domestic garden
by extending the current northern boundary by 2m and erecting a
2.4m high wooden fence and brick wall.
Applicant: Mr David Crowhurst
18 Fry Crescent Burgess Hill West Sussex RH15 8TP
Case Officer: Anna Tidey
Ward: Burgess Hill - Dunstall
App. Type: Householder Application

A vote was held on whether to object to the application, it was agreed to object.

OBSERVATIONS: Recommend Refusal

The application contravened Neighbourhood Plan policy CO5, and Mid Sussex District Plan DP26 as it was an area of existing landscape value and part of the townscape.

DM/20/4323

Location: 25 Dunstall Farm Road Burgess Hill West Sussex RH15 8AX
Desc: Proposed single storey side extension.
Agent: Mr Chris Upton
Upton Design Consultancy Ltd 8 Gladstone Road Burgess Hill
RH15 0QQ
Applicant: Ms C Bishop
Case Officer: Stuart Malcolm
Ward: Burgess Hill - Dunstall
App. Type: Householder Application

OBSERVATIONS: Recommend Approval

DM/20/4325

Location: Cherry Tree House Birchwood Grove Road Burgess Hill West
Sussex RH15 0DL

Desc: Proposed single storey side and rear extension, proposed two storey infill front and side extension, replacement and revised and new fenestration with grey aluminium windows and doors, removal of existing conservatory, removal of existing garage, new timber framed and tiled canopy to relocated main entrance, new insulated render finish to existing and new external walls. Four new roof windows, new stainless steel flue to new log stove.

Agent: Mr Stuart Beckett

Beckett Architectural And Consultancy Services Ltd 53 Bramble Gardens Burgess Hill West Sussex RH15 8UQ

Applicant: Mr Bhattacharya

Case Officer: Deborah Lynn

Ward: Burgess Hill - Franklands

App. Type: Householder Application

OBSERVATIONS: Recommend Approval

DM/20/4327

Location: Hydrocare Home Leisure Ltd 16 Valebridge Road Burgess Hill West Sussex RH15 0QY

Desc: Prior approval for a change of use of an first floor office (old Use Class B1a, now Use Class E) to form 1 bedroom flat (Use Class C3). Building works to ground and first floors.

Applicant: Mr Jean Pearson

Hydrocare Home Leisure Ltd 16 Valebridge Road Burgess Hill West Sussex RH15 0QY

Case Officer: Joseph Swift

Ward: Burgess Hill - St Andrew's

App. Type: Prior Notification - Offices to dwelling

OBSERVATIONS: Recommend Approval

The Committee would wish the applicant to adhere to the standard room size requirements.

DM/20/4329

Location: 2 The Saffrons Burgess Hill West Sussex RH15 8TB

Desc: Replacement single storey extension to the rear

Agent: Mrs Jenny Minett

37 Ashenground Road Haywards Heath West Sussex RH16 4PS

Applicant: Mr Andrew Robothom

Case Officer: Hamish Evans

Ward: Burgess Hill - Dunstall

App. Type: Householder Application

OBSERVATIONS: Recommend Approval

DM/20/4354

Location: 199 Chanctonbury Road Burgess Hill West Sussex RH15 9HF
Desc: Part retrospective single storey rear extension.
Agent: Mrs Jenny Minett
Belmont Designs Practice Ltd 37 Ashenground Road Haywards
Heath West Sussex RH16 4PS
Applicant: Mr Steven Wilkins
Case Officer: Joanne Fisher
Ward: Burgess Hill - Meeds
App. Type: Householder Application

OBSERVATIONS: Recommend Approval

The Committee regretted the retrospective aspect of the application.

DM/20/4388

Location: 32 Potters Lane Burgess Hill West Sussex RH15 9JS
Desc: Proposed single storey rear extension to replace the existing
conservatory.
Agent: Mr Russell Wooden
Eleven Folders Close Burgess Hill RH15 0TA
Applicant: Ms Natalie Wise
Case Officer: Anna Tidey
Ward: Burgess Hill - Meeds
App. Type: Householder Application

OBSERVATIONS: Recommend Approval

DM/20/4393

Location: Prospect House 11 Junction Road Burgess Hill West Sussex RH15
0GS
Desc: Change of use from retail (A1) to 3 x 1bed apartments with external
changes.
Agent: Mr Kieran Rafferty
KR Planning 183 Seafield Road Bournemouth BH6 5LJ
Applicant: Mr R Parkinson
Case Officer: Joseph Swift
Ward: Burgess Hill - Meeds
App. Type: Change of Use Application

OBSERVATIONS: No comment

DM/20/4396

Location: 4 Singleton Way Burgess Hill West Sussex RH15 0BU
Desc: T1 Ash - reduce crown and reshape by up to 3m.T2 Oak - Remove

major dead and diseased wood, 25mm in diameter and over. T3 Hawthorn - Fell. T4 Prunus SPP - Reduce section of crown growing towards bungalow by up to 2m.

Agent: Mrs Madeline Taig
Connick Tree Care New Pond Farm Depot Woodhatch Road
Reigate RH2 7QH
Applicant: Mr Craig Wells
Case Officer: Sarah Nelson
Ward: Burgess Hill - Franklands
App. Type: Tree Surgery

OBSERVATIONS: No objections

DM/20/4400

Location: 1 Poveys Close Burgess Hill West Sussex RH15 9TA
Desc: T1 Oak - Reduce crown by up to 2 metres.
Applicant: Mr Kevin Allen
1 Poveys Close Burgess Hill West Sussex RH15 9TA
Case Officer: Sarah Nelson
Ward: Burgess Hill - Victoria
App. Type: Tree Surgery

OBSERVATIONS: No objections

DM/20/4168

Location: 20 Crescent Road Burgess Hill West Sussex RH15 8EG
Desc: (T1) Pine Tree - thinned crown by 20% and reduced by 2m.
Removing lower rubbing branch over the garden. (T2) Acer - crown reduced and shaped by 2m-3m.
Agent: Mr Alfred Hamsworth
Golden Crown Tree Surgery Cuckfield Park Lodge Cuckfield Park
South Street Cuckfield RH17 5AB
Applicant: Chris Hampton
Case Officer: Hamish Evans
Ward: Burgess Hill - Meeds
App. Type: Trees in a Conservation Area

OBSERVATIONS: No objections

DM/20/4279

Location: 113 Station Road Burgess Hill West Sussex RH15 9ED
Desc: Demolition of existing garage and outhouse. Erection of a two storey side extension, single storey rear extension and a new enclosed entrance porch. Existing driveway to retain parking provision for two cars. New patio and relocation of shed to rear.
Applicant: Mr Paul Ground

113 Station Road Burgess Hill West Sussex RH15 9ED

Case Officer: Anna Tidey
Ward: Burgess Hill - Meeds
App. Type: Householder Application

OBSERVATIONS: Recommend Approval

DM/20/4419

Location: Little Orchards Birchwood Grove Road Burgess Hill West Sussex RH15 0DN
Desc: Two storey front extensions with front facing balconies. Enlargement of rear dormer to extend first floor over existing ground floor. Single storey rear extension.
Agent: Mr Ben Harvey
Liam Russell Architects Ltd 24 Windlesham Road Brighton BN1 3AG
Applicant: Mrs Bill Scheiner
Case Officer: Caroline Grist
Ward: Burgess Hill - Franklands
App. Type: Householder Application

OBSERVATIONS: Recommend Refusal

The dormers at the rear would overlook the neighbouring school. It was a large development for the size of the plot, and was overdevelopment of the site. The application contravened the Mid Sussex Design Guide policy DG13 which stated that the established existing building line should usually be followed.

DM/20/4438

Location: 2 Newport Road Burgess Hill West Sussex RH15 8QG
Desc: Replacement of existing timber garage doors with new steel gate
Agent: Stickland Wright Ltd
4 Gloucester Passage Brighton BN1 4AS
Applicant: Dim South Ltd
Case Officer: Andrew Watt
Ward: Burgess Hill - Victoria
App. Type: Householder Application

OBSERVATIONS: Recommend Approval

DM/20/4444

Location: 115 Lower Church Road Burgess Hill West Sussex RH15 9AA
Desc: Change of use of first and second floor office space into two self contained 1 bedroom flats.
Agent: Mr Giles Ings

ABIR Architects Ltd 1 Beta House St Johns Road Hove East
Sussex BN3 2FX
Applicant: Mr Peter Godden
Case Officer: Joanne Fisher
Ward: Burgess Hill - Meeds
App. Type: Prior Notification - Offices to dwelling

OBSERVATIONS: Recommend Approval

DM/20/4459

Location: 27 Park Road Burgess Hill West Sussex RH15 8EU
Desc: T1 Pine Tree - Fell.
Applicant: Mr Guy Goodwin
27 Park Road Burgess Hill West Sussex RH15 8EU
Case Officer: Anna Tidey
Ward: Burgess Hill - Meeds
App. Type: Trees in a Conservation Area

OBSERVATIONS: No objections

DM/20/4483

Location: Burgess Hill School For Girls Keymer Road Burgess Hill West
Sussex RH15 0EG
Desc: Proposed single storey extension to existing school building to
provide space for electric meters and switch gear.
Applicant: Mr Richard Mosses
Burgess Hill Girls Keymer Road Burgess Hill West Sussex RH15
0EG
Case Officer: Deborah Lynn
Ward: Burgess Hill - Franklands
App.Type: Full Application

OBSERVATIONS: Recommend Approval

DM/20/4535

Location: Mid Sussex District Council Station Road Car Park Station Road
Burgess Hill
West Sussex
Desc: Shipping container to be placed in the East side of the existing car
park with a 2m high close boarded timber fence around the
outside. Fibre exchange equipment will be located inside of the
shipping container with 2 air conditioning units on the outside.
Applicant: Mr Marius Kynaston

Mid Sussex District Council Oaklands Oaklands Road Haywards
Heath West Sussex RH16 1SS

Case Officer: Katherine Williams
Ward: Burgess Hill - Meeds
App. Type: Full Application

OBSERVATIONS: Recommend Approval

DM/20/4574

Location: Batchelors Farmhouse Keymer Road Burgess Hill West Sussex
RH15 0BQ

Desc: Part conversion of existing garage and construction of infill single-
storey extension to the rear elevation with new openings and
internal alterations.

Agent: Miss Caroline Stephens
George Baxter Associates 3 Lucastes Mews Paddockhall Road
Haywards Heath
West Sussex RH16 1HE

Applicant: Mr And Mrs Bennett
Case Officer: Caroline Grist
Ward: Burgess Hill - Franklands
App. Type: Householder Application

OBSERVATIONS: Recommend Approval
