

## MINUTES of the PLANNING COMMITTEE

Held in the Council Chamber  
on **Monday 29 November 2021**

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

Graham Allen  
Andrew Barrett-Miles  
Matthew Cornish  
Tofojjul Hussain\*  
Max Nielsen\*

**Also Present:** Simon Hicks  
Sylvia Neumann

\* *Denotes non-attendance.*

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(19.00)

### 403. [OPEN FORUM](#)

4 local residents addressed the Committee on application DM/21/3869 - 3 Alexandra Road, Burgess Hill, West Sussex, RH15 0EP - to build a ground floor extension and home office in the roof space. The residents raised the following concerns:

- Concerns were raised relating to the privacy and accuracy of the application.
- Concerns were raised that a house of this size would reduce the outlook, invade the privacy of other home owners and would create privacy issues for multiple residents.
- It was expressed that the public green space highlighted on the site map had been a local asset to the community for over fifty years.
- The application was against MSDC policy DP26 which related to the character and design of properties.
- The applicant had informed neighbours that they had purchased this land.

- Highways Authority had informed the members of the public and the applicant that the surface of this land had Highways Rights and that the public space would not be destructed, closed off and this should be corrected to avoid confusion. Highways Authority had informed members of the public that they have no intention of making this private.
- Concerns were raised that the large static caravan structure on the property would continue to obstruct views and outlook to the residents in the area, which the applicant expressed to be permanent. It was discussed that this was added without community consultation and was not noted on the application.
- Members of the public asked for the Planning Committee's support in rejecting this application.

#### 404. [APOLOGIES FOR ABSENCE](#)

Apologies for absence had been received from Councillor Tofojjul Hussain and Councillor Max Nielsen.

#### 405. [SUBSTITUTES](#)

Councillor Simon Hicks substituted for Councillor Max Nielsen.

#### 406. [DECLARATIONS OF INTEREST](#)

There were none.

#### 407. [CHAIRMAN'S ANNOUNCEMENTS](#)

The Planning Committee would normally request an arboricultural report for proper consideration however, an MSDC tree officer confirmed in an email to all Councillors that they would not have the powers to request an arboricultural report.

**RESOLVED** that: With an application to fell a tree, the Committee would request an arboricultural report to give proper consideration to the application.

#### 408. [MINUTES](#)

The Minutes of the meeting of the Planning Committee held on 8 November 2021, having been previously circulated, were **AGREED** and signed by the Chairman as a correct record.

#### 409. [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 8 November 2021, were considered.

**410. PREMISES LICENCE APPLICATION LONDIS 95 LONDON ROAD BURGESS HILL, WEST SUSSEX, RH15 8NE LI/21/1360**

Notification had been received of a premises licence, as set out in Agenda Item 8 dated 29 November.

**RESOLVED THAT:** The Planning Committee noted the application.

Councillor Andrew Barrett-Miles left the meeting part way through the item.

**411. TEMPORARY ROAD CLOSURE**

Notification had been received from Mid Sussex District Council that an application for a Draft Closure Order had been made. The application was for the Burgess Hill Street Market on the following dates on Church Walk from 07:30 hours to 16.00 hours:

Saturday 8 January 2022  
Saturday 12 February 2022  
Saturday 12 March 2022  
Saturday 9 April 2022  
Saturday 14 May 2022  
Saturday 11 June 2022

**RESOLVED THAT:** The Committee noted the dates.

**412. Meeting terminated at 19:55 hours.**

## OBSERVATIONS

**Parish: Burgess Hill**

**Ward: Burgess Hill-Franklands**

DM/21/2362

Location: 55 Sycamore Drive Burgess Hill West Sussex RH15 0GG

Desc: Single storey rear extension

Agent: Mr Andy Swaisland  
Hills Architectural Design 45 Sycamore Drive Burgess Hill  
RH15 0GG

Applicant: Mr and Mrs Higgins  
55 Sycamore Drive Burgess Hill West Sussex RH15 0GG

Case Officer: Anna Tidey

App. Type: Householder Application

### **OBSERVATIONS: Recommend Approval**

The Committee noted no issues as long as the trees would be protected after obtaining an arboricultural report.

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Victoria**

DM/21/3732

Location: Chevening Gloucester Road Burgess Hill West Sussex

Desc: Single storey side extension with sky light and internal alterations

Agent: Mrs. Kelly McNally  
KM Architecture 46 Valebridge Drive Burgess Hill West Sussex  
RH15 0RW

Applicant: Emma Tasker  
Chevening Gloucester Road Burgess Hill West Sussex RH15 8QD

Case Officer: Andrew Horrell

App. Type: Householder Application

### **OBSERVATIONS: Recommend Approval**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Victoria**

DM/21/3735

Location: 23 Victoria Close Burgess Hill West Sussex RH15 9QS

Desc: Part change of use from residential garden to beauty salon (Use Class - Sui generis) and erection of a single storey rear out building.

Agent: Mr. Neil Millbank  
Architectare Ltd Homestead Meadow Wellingham Lane Ringmer  
Lewes BN8 5SN

Applicant: Spa.rkle Beauty Salon Ltd  
23 Victoria Close Burgess Hill West Sussex RH15 9QS  
Case Officer: Anna Tidey  
App. Type: Full Application

**OBSERVATIONS: Recommend Approval**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/21/3787

Location: 30 Marlborough Drive Burgess Hill West Sussex RH15 0EU  
Desc: Proposed single storey rear extension and first floor side extension.  
Agent: Mr Chris Upton  
Upton Design Consultancy Ltd 8 Gladstone Road Burgess Hill RH15 0QQ  
Applicant: Mrs V Williams  
30 Marlborough Drive Burgess Hill West Sussex RH15 0EU  
Case Officer: Joanne Fisher  
App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Leylands**

DM/21/3801

Location: Land To The West Of Freeks Lane Freeks Lane Burgess Hill West Sussex  
Desc: Proposed signage to include 6 number flag poles, V board signage and H and S standing signage.  
Applicant: Mr Anthony Kaan Iren  
Countryside Properties UK Suffolk House 154 High Street Sevenoaks TN13 1XE  
Case Officer: Louise Yandell  
App. Type: Advertisement Application

**OBSERVATIONS: Recommend Approval**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Victoria**

DM/21/3819

Location: Marden 74 Royal George Road Burgess Hill West Sussex  
Desc: Proposed two storey side extension and front bay windows on ground and first floors.  
Agent: Mr Chris Upton  
Upton Design Consultancy Ltd 8 Gladstone Road Burgess Hill RH15 0QQ  
Applicant: Mr J Newbery  
Marden 74 Royal George Road Burgess Hill West Sussex RH15 9SF  
Case Officer: Andrew Horrell  
App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Leylands**

DM/21/3829

Location: 18 Millbank Burgess Hill West Sussex RH15 8DD  
Desc: First floor front extension and garage conversion  
Agent: Mr Chris Upton  
Upton Design Consultancy Ltd 8 Gladstone Road Burgess Hill RH15 0QQ  
Applicant: Mrs L Wheaton  
18 Millbank Burgess Hill West Sussex RH15 8DD  
Case Officer: Anna Tidey  
App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

The Committee noted the loss of the garage.

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Victoria**

DM/21/1991

Location: Victoria House 66 Victoria Road Burgess Hill West Sussex  
Desc: Demolition of existing commercial building and erection of 7 no. flats (1)x1 bedroom and (6) x2 bedroom flats. Amended plans received 12.11.2021 showing design amendments to the building to include a raised parapet and render on the top floor, section of dropped kerb for parking access and enlarged bin stores.

Agent: Mr Huw James  
ECE Planning Brooklyn Chambers 11 Goring Road Worthing  
BN12 4AP

Applicant: Tower Pension Trustees  
C/O Agent ECE Planning Brooklyn Chambers 11 Goring Road  
Worthing BN12 4AP

Case Officer: Anna Tidey

App. Type: Full Application

**OBSERVATIONS:** The Committee raised concerns over the lack of car parking spaces.

If approved, Section 106 requests under Community Building and/or Community Infrastructure monies should go towards The Beehive Centre.

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Victoria**

DM/21/3736

Location: 80 Western Road Burgess Hill West Sussex RH15 8QN

Desc: Increase the height of the rear and side fence to a maximum of 2.2 metres (using a trellis on the rear path and neighbours side) and hardwood on the internal side.

Applicant: Mr Bryan Booth  
80 Western Road Burgess Hill West Sussex RH15 8QN

Case Officer: Katherine Williams

App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/21/3869

Location: 3 Alexandra Road Burgess Hill West Sussex RH15 0EP

Desc: Ground floor extension with first floor extension over and home office in roof space.

Agent: Mrs Isobel Beattie  
Lightbox Architecture Limited 121 Greenbank Avenue Saltdean  
BN2 8QP

Applicant: Mr And Mrs Cross  
3 Alexandra Road Burgess Hill West Sussex RH15 0EP

Case Officer: Deborah Lynn

App. Type: Householder Application

**OBSERVATIONS: Recommend Refusal**

Concerns were raised that this would be too large for the plot size and the Committee questioned the purpose of the existing static caravan.

The Application contradicted the following Mid Sussex Design Guide Policies:

- DG18 – Applications should integrate parking to support attractive street spaces and not dominate the street scene.
- DG45 – Relating to the privacy of existing and future residents relevant to adjacent buildings.
- DG46 – Relating to private outdoor amenity space for residents.
- DG49 – Relating to general principles of extensions – applications should not result in loss to private amenity areas of the dwelling.

The Application contradicted the following Mid Sussex District Plan Policy:

DP26 – Character and Design, which requires:

- Well-integrated parking that does not dominate the street environment, addressing character and scale of the surrounding buildings and landscape.
- Applications should not cause significant harm to amenities of existing nearby residents and future dwellings, impact on privacy and outlook, and should protect the valued Townscape.

The Application contradicted the following Burgess Hill Neighbourhood Plan Policy:

- Policy H3, protected areas of townscape value, specifically, preserving and enhancing the existing character of the area in terms of space, building size and site coverage lines.

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Victoria**

DM/21/3872

Location: 4 Skylark Way Burgess Hill West Sussex RH15 9DL

Desc: Proposed part conversion of integral garage and conversion of roof space with rooflights.

Agent: Mr Ben Whitby  
BJW Architectural 7 Erringham Road Shoreham By Sea BN43 5NQ

Applicant: Mr Bhavik Mohandas  
4 Skylark Way Burgess Hill West Sussex RH15 9DL

Case Officer: Katherine Williams

App. Type: Householder Application

**OBSERVATIONS: Recommend Refusal**

The Committee noted that the Burgess Hill Neighbourhood Plan would not adhere to the car parking standards of West Sussex County Council.



**Parish: Burgess Hill**

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

DM/21/3882

Location: 9 Gordon Road Burgess Hill West Sussex RH15 0PX

Desc: Single storey garden office with shed in rear garden.

Applicant: Mrs Elizabeth Perry

9 Gordon Road Burgess Hill West Sussex RH15 0PX

Case Officer: Tersia Venter

App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Victoria**

DM/21/3904

Location: 29 Newport Road Burgess Hill West Sussex RH15 8QG

Desc: Eucalyptus - fell

Agent: STEMN Ltd

2 Mount Pleasant Mill Lane Littleworth West Sussex RH13 8JU

Applicant: Jason Lines

29 Newport Road Burgess Hill West Sussex RH15 8QG

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/21/3942

Location: 15 Burdocks Drive Burgess Hill West Sussex RH15 0HJ

Desc: T1 English Oak- Remove Lowest branch on West side. Remove sub branch above this growing towards house. Prune back house side of lateral crown by approx. 2-2.5m. Remove epicormic growth on main stems. Retain low epicormic growth screening house to rear.

Agent: Mr Carlos Daly

Trees Understood 64 Shaftesbury Road Brighton BN1 4NF

Applicant: Mr Stuart Murray

15 Burdocks Drive Burgess Hill West Sussex RH15 0HJ

Case Officer: Irene Fletcher

App. Type: Tree Surgery

**OBSERVATIONS: No Objections**

The Committee regretted the poor quality of the plan.

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**Parish: Burgess Hill**

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

DM/21/3915

Location: 6 Johnson Drive Burgess Hill West Sussex RH15 0TT

Desc: Proposed single storey rear extension

Agent: Mr P Stiles

Melrose Reigate Road Hookwood Horley RH6 0AP

Applicant: Mr K Betchley

6 Johnson Drive Burgess Hill West Sussex RH15 0TT

Case Officer: Rachel Richardson

App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

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**Parish: Burgess Hill**

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

DM/21/3920

Location: 96 Woodland Avenue Burgess Hill West Sussex RH15 0PE

Desc: Single-storey rear extension with internal amendments

Applicant: Mrs Kerry Viljoen

96 Woodland Avenue Burgess Hill West Sussex RH15 0PE

Case Officer: Katherine Williams

App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/21/3962

Location: Little Orchards Birchwood Grove Road Burgess Hill West Sussex

Desc: Proposed first floor addition to front elevation, ground floor entrance reconfigured, 2 no. front facing dormers, enlargement of rear dormer, single storey rear extension.

Agent: Mr Ben Harvey

Liam Russell Architects Ltd 24 Windlesham Road Brighton BN1 3AG

Applicant: Mr Bill Scheiner

Little Orchards Birchwood Grove Road Burgess Hill West Sussex RH15 0DN

Case Officer: Caroline Grist

App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

**Parish: Burgess Hill****Ward: Burgess Hill - Franklands**

DM/21/3974

Location: 6 Lurgashall Burgess Hill West Sussex RH15 0BL  
Desc: Proposed single storey rear extension to replace the existing conservatory.  
Agent: Mr Russell Wooden  
Eleven Folders Close Burgess Hill RH15 0TA  
Applicant: Mr David Thring  
6 Lurgashall Burgess Hill West Sussex RH15 0BL  
Case Officer: Caroline Grist  
App. Type: Lawful Development Certificate –Proposed

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

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**Parish: Burgess Hill****Ward: Burgess Hill - Franklands**

DM/21/3975

Location: 23 Pinehurst Burgess Hill West Sussex RH15 0DG  
Desc: 1 x T1 Quercus Robur - reduction of crown by 1.5- 2m  
Agent: Mr Antony Geer  
16 Capenors Burgess Hill West Sussex RH15 9QL  
Applicant: Joules Mollison  
23 Pinehurst Burgess Hill West Sussex RH15 0DG  
Case Officer: Irene Fletcher  
App. Type: Tree Surgery

**OBSERVATIONS: No Objections**

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**Parish: Burgess Hill****Ward: Burgess Hill - Meeds**

DM/21/3978

Location: 121 Station Road Burgess Hill West Sussex RH15 9ED  
Desc: Proposed two storey rear extension.  
Agent: Mr Robert Thomas  
RT Architectural Services 61 Coulstock Road Burgess Hill  
RH15 9XZ  
Applicant: Mr McVey and Dr Voce  
121 Station Road Burgess Hill West Sussex RH15 9ED  
Case Officer: Cris Lancaster  
App. Type: Householder Application

**OBSERVATIONS: Recommend Approval**

The Committee noted concerns over the insufficient car parking spaces along a busy road.