

MINUTES of the PLANNING COMMITTEE
Held in the Council Chamber
on **Tuesday 30 August 2022**

Present: Janice Henwood Chairman
Matthew Cornish Vice Chairman

Andrew Barrett-Miles*
Robert Duggan*
Simon Hicks*
Tofojjul Hussain

Also Present:

Anne Eves
Sylvia Neumann

* *Denotes non-attendance.*

(19.00)

529. [OPEN FORUM](#)

There was one member of the public present.

530. [APOLOGIES FOR ABSENCE](#)

Apologies for absence had been received from Councillors Robert Duggan and Simon Hicks.

531. [SUBSTITUTES](#)

Councillor Anne Eves substituted for Councillor Simon Hicks.

532. [DECLARATIONS OF INTEREST](#)

Councillors Hussein and 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.

All members of the Committee declared an interest in planning application DM/22/1109, due to their roles as Burgess Hill Town Council Councillors.

533. [CHAIRMAN'S ANNOUNCEMENTS](#)

1. WOODBARTON

Councillor Henwood updated the Committee about the Woodbarton application, informing them all that it had been refused.

2. 3 ALEXANDRA ROAD

Councillor Henwood also updated the Committee on the status of the 3 Alexandra Road, stating that it was refused by Robert Salisbury to be taken to the District Planning Committee – he had stated that he believed it to be just like any other bungalow extension and therefore did not need to be taken to a committee. A second viewing of the property was done by Planning Officer, Miss Lynn, following pictures sent to her by Councillor Henwood. Following the viewing, Miss Lynn decided that the application was still acceptable. The application for 3 Alexandra Road was granted planning permission.

3. STOPPING UP ORDER – 3 ALEXANDRA ROAD

Councillor Henwood informed the Committee that the conversation over the Stopping Up Order was still ongoing.

4. COMMUNITY ROAD VERGES

Councillor Henwood thanked other members of the Committee for bringing to her attention the matter of community road verge mowing. An email had been sent to the Maintenance Team Manager, to ensure that verges owned by the Town Council would be mowed only by the Town Council Maintenance Team.

534. [MINUTES](#)

The Minutes of the meeting of the Planning Committee held on **Monday 8 August** 2022, having been previously circulated, were **AGREED** and signed by the Chairman as a correct record.

535. [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 August** 2022, were considered.

536. [Meeting terminated at 19.30 hours.](#)

OBSERVATIONS

Parish: Burgess Hill

Ward: Burgess Hill - St Andrew's

DM/22/1594

Location: Land Adjacent To 70 Kings Way Burgess Hill West Sussex RH15 0TP

Desc: T6 Oak - 4.5m linear reduction to each scaffold limb. T13 -
4.5m linear reduction to each scaffold limb.

Applicant: Emma Whytefield

PRI 2 The Courtyards Phoenix Square, Severalls Park
Wyncolls Road Colchester Essex CO4 9PE

Case Officer: Irene Fletcher

App. Type: Tree Surgery

RECOMMENDATION: No Objection.

Parish: Burgess Hill

Ward: Burgess Hill - St Andrew's

DM/22/2427

Location: 18 Gerald Close Burgess Hill West Sussex RH15 0NB

Desc: T1 Sycamore - to remove

Agent: Mr. Alfred Harmsworth

Golden Crown Tree Surgery Cuckfield Park Lodge Cuckfield
Park South Street CUCKFIELD RH17 5AB

Applicant: Jean Hunt

18 Gerald Close Burgess Hill West Sussex RH15 0NB

Case Officer: Irene Fletcher

App. Type: Tree Surgery

RECOMMENDATION: The Committee could not pass comment on the application due to the lack of an arboricultural report.

Parish: Burgess Hill

Ward: Burgess Hill - Franklands

DM/22/2439

Location: Burgess Hill School for Girls Keymer Road Burgess Hill West
Sussex

Desc: Yew Trees X4 - Remove and grind out stumps, Sycamore X1
remove and grind out stump.

Agent: Glen Poole

County Tree Surgeons Ltd Turners Hill Road Crawley Down
Crawley RH10 4HQ

Applicant: Mr Richard Moses

Burgess Hill School for Girls Keymer Road Burgess Hill West
Sussex RH15 0EG

Case Officer: Stephen Ashdown

App. Type: Trees in a Conservation Area

RECOMMENDATION: No Objection.

Parish: Burgess Hill

Ward: Burgess Hill - Dunstall

DM/22/2464

Location: 4 Sparrow Way Burgess Hill West Sussex RH15 9UL
Desc: Proposed conversion of double garage into a living room and a small storage room.
Applicant: Mr Sean McAlinden
4 Sparrow Way Burgess Hill West Sussex RH15 9UL
Case Officer: Lesley Westphal
App. Type: Householder Application

RECOMMENDATION: Recommend Approval.

The Committee regretted the loss of a garage.

Parish: Burgess Hill

Ward: Burgess Hill - Dunstall

DM/22/2466

Location: 6 Sevenfields Burgess Hill West Sussex RH15 9XE
Desc: 1x Quercus Robur (T1) to fell
Agent: Antony Geer
AG Garden and Tree 16 Capenors Burgess Hill West Sussex
RH15 9QL
Applicant: Christopher Sharrad
6 Sevenfields Burgess Hill West Sussex RH15 9XE
Case Officer: Irene Fletcher
App. Type: Tree Surgery

RECOMMENDATION: No Objection.

Parish: Burgess Hill

Ward: Burgess Hill - Franklands

DM/22/0732

Location: Rear Of 62-68 Folders Lane Burgess Hill West Sussex RH15
0DX

Desc: Replacement of existing dwelling at 64 Folders Lane and
development to provide a mix of 17 one-, two-, three-, and four-
bedroom dwellings (Use Class C3), new access and associated
infrastructure (additional statements received 22-03-2022)
(amended drawings received 22.04.22 and 27.04.22). Additional
Plan showing wheelchair access for plot 1. received 16.05.2022.
Amended and additional drawings including updated
Sustainability Statement and Bat and Reptile Phase 2 Survey
Report received on 30.05.2022 and 06.06.2022. Energy _
Sustainability Statement received 13.06.2022 and amended
drainage report received on 10.06.2022. Arboricultural Impact
Assessment and amendments to Wheelchair Unit received on
05.08.2022.

Agent: Mr Andrew Black
Andrew Black Consulting 17 Egerton Road New Malden KT3
4AP

Applicant: Mr Rob Burnham
Greenplan Designer Homes (Folders Lane) Ltd The Barn
Randolphs Farm Bedlam Street Hurstpierpoint BN6 9EL

Case Officer: Rachel Richardson

App. Type: Full Application

RECOMMENDATION: Recommend Refusal.

The Committee rejected this application citing their previous rejections made during the Planning Committee Meeting on 16 May 2022, regarding the contravention of the following policies under the Mid Sussex District Plan:
DP26 – does not protect valued townscapes, DP12 – outside boundary/ in countryside, and DP21 – does not avoid additional severe traffic congestion.

Mid Sussex Design Guide:

DG21 – site plan showed narrow roads, DG31 – no accessible transport, DG26 – no space for play, DG25 – does not enhance open spaces, and DG37 – did not incorporate renewable energy

Burgess Hill Neighbourhood Plan:

H2 – no backyard development, and H3 – protect areas of townscape value (Folders Lane)

The Committee also asked that this application be considered by the Planning Committee at Mid Sussex District Council, and that should there be any money put towards the development of community buildings, that it would be directed towards those being developed by Burgess Hill Town Council.

Parish: Burgess Hill

Ward: Burgess Hill - Meeds

DM/22/1109

Location: Former Royal British Legion Hall 30 Cyprus Road Burgess Hill
West Sussex

Desc: Variation to condition 2 relating to planning application
DM/21/3067 to allow proposed changes to the approved
drawings listed in the condition. Amended plans received on
09/08/2022 showing revised design of building.

Agent: Mr Justin Holmes

Aedas Ivory House St Katharine Docks London E1W 1AT

Applicant: Mr Steven Cridland

Burgess Hill Town Council 96 Church Walk Burgess Hill RH15
9AS

Case Officer: Nick Rogers

App. Type: Removal/Variation of Condition

RECOMMENDATION: The Committee noted the application.

The Committee all declared a personal interest in the application due to their roles as Councillors at Burgess Hill Town Council.

Parish: Burgess Hill

Ward: Burgess Hill - Meeds

DM/22/1967

Location: The Mercantile Adventurers Nicosia House 40 Cyprus Road
Burgess Hill

Desc: Proposed awning to be attached to the front of the shop to
create a cover for the seating area on the front terrace for
customer use (Amended drawings submitted 05/08/2022).

Applicant: Miss Karen Hickman

The Mercantile Adventurers Nicosia House 40 Cyprus Road
Burgess Hill West Sussex RH15 8DX

Case Officer: Andrew Horrell

App. Type: Full Application

RECOMMENDATION: Recommend Approval.

Parish: Burgess Hill

Ward: Burgess Hill - Franklands

DM/22/2488

Location: 14 Greenlands Drive Burgess Hill West Sussex RH15 0AZ
Desc: Single storey rear extension.
Agent: Mr Daryl Gowlett
Clive Voller Associates 2 Woolven Close Burgess Hill RH15 9RR
Applicant: Mr And Mrs Snuggs
14 Greenlands Drive Burgess Hill West Sussex RH15 0AZ
Case Officer: Hamish Evans
App. Type: Lawful Development Certificate -Proposed

RECOMMENDATION: The Committee noted this application.

Parish: Burgess Hill

Ward: Burgess Hill - Victoria

DM/22/2517

Location: 16 Victoria Way Burgess Hill West Sussex RH15 9NF
Desc: G1- Sycamore tree/group located adjacent to boundary: Prune back branches overhanging garden of 32 Orchard Way to approximately boundary level.
Agent: Mr James Cox
Southern Beeches Ltd the Haven Henfield Common North Henfield BN5 9RL
Applicant: Mrs Pauline Webb
32 Orchard Way Burgess Hill
Case Officer: Irene Fletcher
App. Type: Tree Surgery

RECOMMENDATION: No Objection.

Parish: Burgess Hill

Ward: Burgess Hill - Leylands

DM/22/1914

Location: 10 Sheddingdean Close Burgess Hill West Sussex RH15 8JQ
Desc: Oak Tree (T1) - Reduce crown by 3.5 metres on the north east aspect. Reduce crown by 3 metres on the east aspect. Reduce crown by 4.5 metres on southernly aspect to balance. Reduce the western aspect of crown by 2m to balance thin crown by 20%
Agent: Mrs Madeline Taig
Connick Tree Care New Pond Depot Woodhatch Road Reigate RH2 7QH
Applicant: Mrs Smith
17 Marle Avenue Burgess Hill West Sussex RH15 8JG
Case Officer: Irene Fletcher
App. Type: Tree Surgery

RECOMMENDATION: The Committee noted that the applicant was not the owner of the property/ land.

Parish: Burgess Hill

Ward: Burgess Hill - Meeds

DM/22/2447

Location: Hunters 1 Church Road Burgess Hill West Sussex
Desc: Erect new internally illuminated fascia signage across the rear of premises facing Station Road.
Applicant: Mr Jon Clayson
Hunters 1 Church Road Burgess Hill West Sussex RH15 9BD
Case Officer: Deborah Lynn
App. Type: Advertisement Application

RECOMMENDATION: Recommend Refusal.

The Committee noted concern over the length of the fascia being inappropriate for the site.

Parish: Burgess Hill

Ward: Burgess Hill - Meeds

DM/22/2448

Location: Providence House 76 Park Road Burgess Hill West Sussex

Desc: T1 Acacia - fell. T2 - Silver Birch - trim approximately
between 1.5 and 1.8 metres.

Applicant: Lisa Sullivan

Providence House 76 Park Road Burgess Hill West Sussex
RH15 8HG

Case Officer: Stephen Ashdown

App. Type: Trees in a Conservation Area

RECOMMENDATION: The Committee could not pass comment on the application due to the lack of an arboricultural report.

Parish: Burgess Hill

Ward: Burgess Hill - Franklands

DM/22/2458

Location: Parklands Keymer Road Burgess Hill West Sussex

Desc: New road access entrance and dropped kerb to parklands

Agent: Mr Christopher Jones

Christopher Jones Projects Chapel Cottage 182 Leylands Road
Burgess Hill RH15 8HS

Applicant: Mr Adam Cullen

Parklands Keymer Road Burgess Hill West Sussex RH15 0BA

Case Officer: Anna Tidey

App. Type: Householder Application

RECOMMENDATION: The Committee noted the application.

The Committee expressed concern about the size of the large, black gate.

Parish: Burgess Hill

Ward: Burgess Hill - Franklands

DM/22/2493

Location: Mimosa House 54A Folders Lane Burgess Hill West Sussex
Desc: T1 Horse Chestnut: Reduce the canopy by 2.0m to the previous pruning points. G1 Group of 7 Oak: remove the epicormic growth to the main branch structure
Agent: Mr Scott Farmborough
Cedarwood Tree Care 14 Kilnwood Avenue Burgess Hill RH15 0ZE
Applicant: Mr David Rooney
Mimosa House 54A Folders Lane Burgess Hill West Sussex RH15 0DX
Case Officer: Irene Fletcher
App. Type: Tree Surgery

RECOMMENDATION: No Objection.

Parish: Burgess Hill

Ward: Burgess Hill - Dunstall

DM/22/2501

Location: 7 Sevenfields And 45 Coulstock Road Burgess Hill West Sussex RH15 9XE
Desc: (T15) Oak (located at 45 Coulstock Road) - crown reduce by 2m and crown lift by 1m. (T22) Hornbeam (located at 7 Sevenfields) - crown reduce by 3m back to fence line. (T25) Oak (located at 7 Sevenfields) - crown reduce by 2m and remove one low branch.
Applicant: Sara Fallon
45 Coulstock Road Burgess Hill West Sussex RH15 9XH
Case Officer: Irene Fletcher
App. Type: Tree Surgery

RECOMMENDATION: No Objection.

Parish: Burgess Hill

Ward: Burgess Hill - Franklands

DM/22/2512

Location: The Spinney Keymer Road Burgess Hill West Sussex
Desc: T1, Silver Birch, 0.5m crown reduction and remove deadwood.
T2, Silver Birch, 0.5m crown reduction and remove deadwood.
T3, Ash, fell to ground level. T4, Silver Birch, fell to ground level.
Agent: Mr Edward Wright
The Tree Men Southwater Horsham
Applicant: Mr Mike Emery
The Spinney Keymer Road Burgess Hill West Sussex RH15
0AH
Case Officer: Irene Fletcher
App. Type: Tree Surgery

RECOMMENDATION: The Committee could not pass comment on the application due to the lack of an arboricultural report.

Parish: Burgess Hill

Ward: Burgess Hill - Franklands

DM/22/2528

Location: 22 Shearing Drive Burgess Hill West Sussex RH15 0NA
Desc: Loft conversion with front and rear roof-lights.
Agent: Mr Mel Humphrey
Mel Humphrey RICS C.Build E MCABE 9 Aldsworth Avenue
Goring By Sea Worthing BN12 4XQ
Applicant: Dominique Shoebridge
22 Shearing Drive Burgess Hill West Sussex RH15 0NA
Case Officer: Andrew Horrell
App. Type: Lawful Development Certificate -Proposed

RECOMMENDATION: The Committee noted this application.

Parish: Burgess Hill

Ward: Burgess Hill - Dunstall

DM/22/2532

Location: 40 Howard Avenue Burgess Hill West Sussex RH15 8TS
Desc: Replace rear conservatory with a single storey extension with
an increased width to provide enhanced
kitchen/breakfast/living space
Agent: Mr Graham Whitehouse
GWP Architects Fairfield House 49 Fairfield Road Burgess Hill
RH15 0AZ
Applicant: Mr And Mrs G Whitehouse
Fairfield House 49 Fairfield Road Burgess Hill RH15 8QB
Case Officer: Anna Tidey
App. Type: Householder Application

RECOMMENDATION: Recommend Approval.

Parish: Burgess Hill

Ward: Burgess Hill - Meeds

DM/22/2535

Location: 250 Chanctonbury Road Burgess Hill West Sussex RH15 9HL

Desc: Flat roof rear extension

Agent: Mr Mel Humphrey

Mel Humphrey RICS C.Build E MCABE 9 Aldsworth Avenue
Goring By Sea Worthing BN12 4XQ

Applicant: Louise Wainwright

250 Chanctonbury Road Burgess Hill West Sussex RH15 9HL

Case Officer: Hamish Evans

App. Type: Householder Application

RECOMMENDATION: Recommend Approval.

Parish: Burgess Hill

Ward: Burgess Hill - Franklands

DM/22/2548

Location: Kitchen Garden of Hurdles Located to The East of Tinkers
Broadlands Burgess Hill

Desc: Erection of 1 No. detached dwelling with integral garage.

Agent: Mr Tim Rodway

Rodway Planning Consultancy Limited 293 Upper Shoreham
Road Shoreham by Sea West Sussex BN43 5QA

Applicant: Mr Ian Eldred

Shire Barn Developments C/O Agent

Case Officer: Joanne Fisher

App. Type: Full Application

RECOMMENDATION: Recommend Refusal.

The Committee noted concern over the contravention of Burgess Hill Neighbourhood Plan H2 – development in gardens.

Parish: Burgess Hill

Ward: Burgess Hill - Dunstall

DM/22/2567

Location: 32 Foxglove Close Burgess Hill West Sussex RH15 8UY
Desc: Oak tree - T3. Crown reduction by no more than 2 metres,
and reduce branches overhanging Gatehouse Lane by no
more than 1 metre
Applicant: Catherine Batchelor
32 Foxglove Close Burgess Hill West Sussex RH15 8UY
Case Officer: Irene Fletcher
App. Type: Tree Surgery

RECOMMENDATION: No Objection.

Parish: Burgess Hill

Ward: Burgess Hill - Victoria

DM/22/2590

Location: 3 Poveys Close Burgess Hill West Sussex RH15 9TA
Desc: T1 Lime Tree - re-pollard back to its previous pruning points with
no pruning wounds larger than 50mm.
Agent: Mrs Geoffrey Foers-Place
Sussex Tree Works Woodley House South Road Wivelsfield
Green RH17 7QS
Case Officer: Irene Fletcher
App. Type: Tree Surgery

RECOMMENDATION: No Objection.