

**MINUTES of the PLANNING COMMITTEE**  
Held in the Council Chamber  
on **Monday 3 April 2023**

---

**Present:** Janice Henwood Chairman  
Matthew Cornish Vice Chairman \*

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

**Also Present:**

\* *Denotes non-attendance.*

---

(19.00)

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

There were 2 members of the public in attendance.

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

An apology for absence had been received from Councillor Matthew Cornish.

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

There were none.

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

There were none.

**621. [CHAIRMAN'S ANNOUNCEMENTS](#)**

There were none.

**622. [MINUTES](#)**

The Minutes of the meeting of the Planning Committee held on **MONDAY 13 MARCH 2023**, having been previously circulated, were **AGREED** and signed by the Chairman as a correct record.

**623. 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 **14 MARCH 2023**, were considered.

**624. The meeting terminated at 19.22**

## OBSERVATIONS

**Parish: Burgess Hill**

**Ward: Burgess Hill - Meeds**

DM/23/0488

Location: 178 Chanctonbury Road Burgess Hill West Sussex RH15 9HN  
Desc: New hip to gable enlargement and rear dormer loft conversion  
Agent: Mr Christopher Jones  
Jones Projects Holly Tree House Cuckfield Road Burgess Hill RH15 8RE  
Applicant: Mr Ashley Overington  
178 Chanctonbury Road Burgess Hill West Sussex RH15 9HN  
Case Officer: Hamish Evans  
App. Type: Lawful Development Certificate -Proposed

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

---

**Parish: Burgess Hill**

**Ward: Burgess Hill - Meeds**

DM/23/0569

Location: 53 Holmesdale Road Burgess Hill West Sussex RH15 9JP  
Desc: Removal of existing porch and erection of new single storey porch. Extension of existing footpath crossover / dropped kerb from main highway  
Agent: Mr Robert Thomas  
RT Architectural Services 61 Coulstock Road Burgess Hill West Sussex RH15 9XZ  
Applicant: Mr And Mrs Eade  
53 Holmesdale Road Burgess Hill West Sussex RH15 9JP  
Case Officer: Hamish Evans  
App. Type: Householder Application

**RECOMMENDATION: Recommend Approval.**

---

**Parish: Burgess Hill**

**Ward: Burgess Hill - Meeds**

DM/23/0617

Location: 6 Crescent Way Burgess Hill West Sussex  
Desc: Change of use of first floor from commercial unit and 2no flats to 4no flats. Revision of planning permission DM/20/2740.  
Agent: Mr Phil Morgan  
Stokes Morgan Planning Ltd 41A High Street Nailsea Bristol BS48 1AS  
Applicant: Martin Homes Burgess Hill Ltd  
C/O Agent  
Case Officer: Joseph Swift  
App. Type: Full Application

**RECOMMENDATION: Recommend Approval.**

---

**Parish: Burgess Hill**

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

DM/23/0638

Location: 5 Ladymead Burgess Hill West Sussex RH15 0QW

Desc: T1 Ash fell

Agent: Ben McWalter

Ben McWalter Ltd the Oaks Henfied Road Albourne Hassocks  
BN6 9DE

Applicant: NIKKI HAYDEN SMITH

5 Ladymead Burgess Hill West Sussex RH15 0QW

Case Officer: Irene Fletcher

App. Type: Tree Surgery

**RECOMMENDATION: The Committee regretted the lack of an arboriculture report, and consequently were unable to make a considered opinion.**

---

**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/23/0645

Location: 50 Ferndale Road Burgess Hill West Sussex RH15 0HG

Desc: T1 Yew, reduce height by 1 meter. T2 Hazel, fell to ground level, grind out stump to 200mm below ground level. T3 Sorbus, reduce crown by 50%. S4 stumps x 2, dig out and remove stumps.

Agent: Mrs Madeline Taig

Connick Tree Care New Pond Farm Depot Connick Tree C  
Woodhatch Road Reigate RH2 7QH

Applicant: Mr Robert Egglestone

50 Ferndale Road Burgess Hill West Sussex RH15 0HG

Case Officer: Sarah Nelson

App. Type: Trees in a Conservation Area

**RECOMMENDATION: The Committee regretted the lack of an arboriculture report, and consequently were unable to make a considered opinion.**

---

**Parish: Burgess Hill**

**Ward: Burgess Hill - Meeds**

DM/23/0140

Location: 68 - 70 Church Walk Burgess Hill West Sussex RH15 9AS  
Desc: Redevelopment of an existing 2 storey commercial building to create a four-storey mixed use building. Through the addition of new floors over the existing building footprint (with partial demolition of the existing 1st floor) to accommodate 10No. flats over the top three floors, retaining the exiting commercial/retail use at Ground floor.  
Agent: BuchanRumArchitects  
Buchan Rum Architects Ltd 9 Savill Road Lindfield RH16 2NY  
Applicant: Alio  
245 Terrace Road Walton on Thames Surrey KT12 2DZ  
Case Officer: Andrew Watt  
App. Type: Full Application

**RECOMMENDATION: Recommend Approval.**

The Committee requested a Section 106 Contribution towards Community Buildings and/or Community Infrastructure, with monies to go towards the Burgess Hill Community Buildings Fund. The Committee asked to bring to attention of the applicant that one set of the Town Council's Christmas festive lights catenary wires and power supply/meter is attached to the frontage of this building, and that they would like to have continued access to this.

---

**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/23/0156

Location: Cherry Tree House Birchwood Grove Road Burgess Hill West Sussex  
Desc: Retrospective planning permission sought for a canopy (or porch) erected over front door. Approx dimensions: 6.05 metres wide by 2.45 metres deep.  
Applicant: Dr Kanishka And Imogen Bhattacharya  
Cherry Tree House Birchwood Grove Road Burgess Hill West Sussex RH15 0DL  
Case Officer: Deborah Lynn  
App. Type: Householder Application

**RECOMMENDATION: Recommend Approval.**

The Committee regretted the retrospective nature of the application. The Committee also noted they were awaiting planning permission for the fence, adjacent to the pavement, that is over 1m high.

---

**Parish: Burgess Hill**

**Ward: Burgess Hill - Victoria**

DM/23/0281

Location: 16 Slimbridge Road Burgess Hill West Sussex RH15 8QE  
Desc: Outbuilding to the rear to allow for home office and gym area.  
Agent: Mr Alex Page  
ACPLANS 59 North Farm Road Lancing BN15 9BT  
Applicant: Mr Matt Leburn  
16 Slimbridge Road Burgess Hill West Sussex RH15 8QE  
Case Officer: Andrew Horrell  
App. Type: Householder Application

**RECOMMENDATION: Recommend Approval.**

---

**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/23/0310

Location: 14 Inholmes Close Burgess Hill West Sussex RH15 0JF  
Desc: Proposed two storey front side extension  
Agent: Mr Christopher Jones  
Jones Projects Holly Tree House Cuckfield Road Burgess Hill  
RH15 8RE  
Applicant: Mr And Mrs Lloyd  
14 Inholmes Close Burgess Hill West Sussex RH15 0JF  
Case Officer: Anna Tidey  
App. Type: Householder Application

**RECOMMENDATION: Recommend Approval.**

---

**Parish: Burgess Hill**

**Ward: Burgess Hill - Leylands**

DM/23/0408

Location: Lost Pier Brewery Unit 14 Sheddingdean Business Centre  
Marchants Way  
Desc: Change of use to Sui Generis, to allow for both warehousing,  
alcohol retailing and on-site consumption of alcohol (with indoor  
and outdoor seating).  
Applicant: Mr Daniel Gale  
Lost Pier Brewing Ltd, Unit 14 Sheddingdean Business Centre  
Marchants Way Burgess Hill West Sussex RH15 8QY  
Case Officer: Joanne Fisher  
App. Type: Change of Use Application

**RECOMMENDATION: Recommend Approval.**

The Committee expressed concerns about daytime parking.

---

**Parish: Burgess Hill**

**Ward: Burgess Hill - Leylands**

DM/23/0534

Location: 83 Leylands Road Burgess Hill West Sussex RH15 8AF  
Desc: (Amended plans and description 16/03/2023) Demolition of existing garage and rebuild as a garden annex. Erection of a two storey and single storey rear extension.  
Agent: Emily Hatton  
Buchan Rum Architects Ltd 9 Savill Road Lindfield RH16 2NY  
Applicant: Mr and Mrs Watt  
83 Leylands Road Burgess Hill West Sussex RH15 8AF  
Case Officer: Katherine Williams  
App. Type: Householder Application

**RECOMMENDATION: Recommend Approval.**

---

**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/23/0637

Location: Wye Cottage Chilcomb Burgess Hill West Sussex  
Desc: Proposed single storey rear extension.  
Agent: Mrs Jenny Minett  
Belmont Designs Practice Ltd 37 Ashenground Road Haywards Heath West Sussex RH16 4PS  
Applicant: Mr Chris Baillieux  
Wye Cottage Chilcomb Burgess Hill West Sussex RH15 0DJ  
Case Officer: Deborah Lynn  
App. Type: Householder Application

**RECOMMENDATION: Recommend Approval**

---

**Parish: Burgess Hill**

**Ward: Burgess Hill - Victoria**

DM/23/0680

Location: Sirco Leatherwares Ltd 21 Victoria Gardens Burgess Hill West Sussex  
Desc: Change of Use from B2 to Sui Generis Funeral Directors Facility (to include 24-hour access)  
Agent: Ms Louise Flower  
LF Architecture Ltd Monkyn Pyn Thornwell Road Wilmington BN26 6RL  
Applicant: Mr S McAndrew  
Dignity Funerals Ltd 4 King Edwards Square Sutton Coldfield B73 6AP  
Case Officer: Stuart Malcolm  
App. Type: Full Application

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

---

**Parish: Burgess Hill**

**Ward: Burgess Hill - Meeds**

DM/23/0683

Location: 70 Nightingale Lane Burgess Hill West Sussex RH15 9JJ  
Desc: Ash tree - reduce back to previous cut points, approx. 3m.  
Applicant: Mrs Peta Skey  
70 Nightingale Lane Burgess Hill West Sussex RH15 9JJ  
Case Officer: Irene Fletcher  
App. Type: Tree Surgery

**RECOMMENDATION: No Objection.**

---

**Parish: Burgess Hill**

**Ward: Burgess Hill - Dunstall**

DM/23/0687

Location: 47 The Oaks Burgess Hill West Sussex RH15 9XP  
Desc: T1 Oak - Crown thin by 20% and Crow lift up to 2 metres.  
Agent: Mr A Scrase  
Hollytree Surgeons Ltd Black Dog Cottage East Plawhatch Lane  
Sharpthorne East Grinstead RH19 4JG  
Applicant: Mr Robinson  
47 The Oaks Burgess Hill West Sussex RH15 9XP  
Case Officer: Irene Fletcher  
App. Type: Tree Surgery

**RECOMMENDATION: No Objection**

---

**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/23/0688

Location: 6 Oakwood Close Burgess Hill West Sussex RH15 0HY  
Desc: Proposed one storey rear extension and two storey side extension.  
Agent: Canning Ericsson Ltd  
Hunters View Hamsey Road Barcombe Lewes East Sussex BN8  
5TG  
Applicant: Mr and Mrs Hadfield  
6 Oakwood Close Burgess Hill West Sussex RH15 0HY  
Case Officer: Katherine Williams  
App. Type: Householder Application

**RECOMMENDATION: Recommend Refusal.**

The Committee felt it was over development for the size of the plot.

---

**Parish: Burgess Hill**

**Ward: Burgess Hill - Meeds**

DM/23/0691

Location: Falconwood Norman Road Burgess Hill West Sussex  
Desc: Replacement of Roof and Loft Conversion  
Agent: Mrs Helen Wheeler  
Thirty-Nine Design Ltd Flat 3 58 Buckingham Place Brighton BN1  
3PJ  
Applicant: Mr John Uwins and Ms Jennifer White  
Falconwood Norman Road Burgess Hill West Sussex RH15 9BY  
Case Officer: Anna Tidey  
App. Type: Householder Application

**RECOMMENDATION: Recommend Refusal.**

The Committee were concerned it was over development and not in keeping with the street scene.

---

**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/23/0694

Location: 68 Oak Hall Park Burgess Hill West Sussex RH15 0BX  
Desc: Proposed conversion of the garage to create a habitable room with new flat roof. Replacement windows. Render and timber cladding to elevations.  
Agent: Mr Rex Adams  
RJA Planning and Building Consultants Ltd 9 Sea Spray Avenue  
Shoreham-by-Sea BN43 5PR  
Applicant: Delia Benson  
68 Oak Hall Park Burgess Hill West Sussex RH15 0BX  
Case Officer: Anna Tidey  
App. Type: Householder Application

**RECOMMENDATION: Recommend Approval.**

The Committee regretted the loss of a garage.

---

**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/23/0697

Location: Highmead Birchwood Grove Road Burgess Hill West Sussex  
Desc: T1 Yew tree to be reduced by 1-2 metres. T2 Oak Tree to be reduced 2-3 metres back to previous points  
Agent: Debbie Russell  
Mackie Tree Care Taintfield Barn Picts Lane Cowfold RH13 8AN  
Applicant: Catherine Jones  
Highmead England Birchwood Grove Road Burgess Hill RH15 0DL  
Case Officer: Sarah Nelson  
App. Type: Trees in a Conservation Area

**RECOMMENDATION: No Objection.**

---

**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/23/0713

Location: 40 Inholmes Park Road Burgess Hill West Sussex RH15 0JE  
Desc: First floor rear roof alterations with new rooflights.  
Agent: Buchan Rum Architects Ltd  
9 Savill Road Lindfield Haywards Heath West Sussex RH16 2NY  
Applicant: Mr and Mrs Richardson  
40 Inholmes Park Road Burgess Hill West Sussex RH15 0JE  
Case Officer: Katherine Williams  
App. Type: Householder Application

**RECOMMENDATION: The Committee regretted the lack of information available, and consequently were unable to make a considered opinion.**

---

**Parish: Burgess Hill**

**Ward: Burgess Hill - Leylands**

DM/23/0272

Location: 106A London Road Burgess Hill West Sussex RH15 8NB  
Desc: Detached garden room (Amended description and amended plan received 13 March 2023)  
Applicant: Mr Jeremy Cordonnier  
106A London Road Burgess Hill West Sussex RH15 8NB  
Case Officer: Andrew Watt  
App. Type: Householder Application

**RECOMMENDATION: Recommend Approval.**

---

**Parish: Burgess Hill**

**Ward: Burgess Hill - Meeds**

DM/23/0740

Location: 7 Meadow Lane Burgess Hill West Sussex RH15 9HZ  
Desc: Single storey rear extension.  
Agent: Mr Chris Upton  
Upton Design Consultancy Ltd 8 Gladstone Road Burgess Hill  
RH15 0QQ  
Applicant: Mr E Ferguson  
7 Meadow Lane Burgess Hill West Sussex RH15 9HZ  
Case Officer: Andrew Watt  
App. Type: Householder Application

**RECOMMENDATION: Recommend Approval.**

---

**Parish: Burgess Hill**

**Ward: Burgess Hill - Victoria**

DM/23/0783

Location: 9 Victoria Way Burgess Hill West Sussex RH15 9NF  
Desc: 2 x illuminated 'Totem' signs at the car park entrance with  
signage to the front elevation of the building and signage on the  
rear elevation of the building.  
Applicant: Mr Paul Evans  
Devonshire Business House Cliveden Office Village Lancaster  
Road High Wycombe Bucks HP12 3YZ  
Case Officer: Caroline Grist  
App. Type: Advertisement Application

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

---

**Parish: Burgess Hill**

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

DM/23/0788

Location: 269 Junction Road Burgess Hill West Sussex RH15 0PY  
Desc: Loft conversion with rear and side dormers.  
Agent: Mr Christopher Jones  
Holly Tree House Cuckfield Road Burgess Hill RH15 8RE  
Applicant: Mr Daniel Piggot  
269 Junction Road Burgess Hill West Sussex RH15 0PY  
Case Officer: Anna Tidey  
App. Type: Lawful Development Certificate -Proposed

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