

**MINUTES of the PLANNING COMMITTEE**  
Held in the Council Chamber  
on **Monday 13 May 2024**

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**Present:** David Eggleton Chairman  
Janice Henwood Vice Chairman

Graham Allen \*  
Diane Black  
Mathew Cornish  
Tofojjul Hussain  
John Orchard

**Also Present:** Peter Williams  
Simon Hicks

\* *Denotes non-attendance.*

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(19.00)

**181. [ELECTION OF VICE CHAIR](#)**

Cllr Henwood was elected as Vice Chairman of the Planning Committee.

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

One resident addressed the Committee asking if it could be made a requirement that developers install 'Caution Animal' signs. She stated there had been many incidents of animals being hit and something needed to be done, she also asked if it was also possible to implement the requirement retrospectively. The resident stated she had been working with West Sussex County Cllr Kirsty Lord to install signage on Ockley Lane, and asked if residents could be permitted to put their own signage up too. She added that she had recently personally met with a representative from Persimmon Homes and that they had agreed to install signage.

The Committee agreed that it was something they would like to see and that there was some information in the Draft District Plan around signage such as this. It was suggested that she approach WSCC Highways before installation of any signage on public land.

The resident also informed the Committee that several members of public would be taking part in a lorry survey on Thursday 16<sup>th</sup> May, on Folders Lane, Keymer Road and Ockley Lane, where they would be counting the number of lorries and noting the direction they came from and went to.

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

An apology for absence had been received from Cllr Graham Allen.

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

Cllr Simon Hicks substituted for Cllr Graham Allen.

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

Cllr Janice Henwood and Tofojjul Hussain 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.

Cllrs Orchard and Eggleton declared an interest in application DM/24/0924 as they knew the agent.

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

Cllr Eggleton informed the Committee that there was a Review of Mid Sussex District Council's Local Validation List for Validation of Planning Applications and that they had been asked to comment on the proposed changes to be included in MSDC's Local List for September 2024. He asked the Committee to share their comments with him by 24<sup>th</sup> May 2024. The current local list could be found on MSDC's website at the following link: [Validation criteria for planning applications \(Including Technical Details Consent\) \(midsussex.gov.uk\)](https://midsussex.gov.uk/validating-planning-applications)

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

The Minutes of the meeting of the Planning Committee held on **Monday 22 April 2024**, having been previously circulated, were **AGREED** and signed by the Chairman as a correct record.

**188. [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 **17 April 2024**, were considered.

**189. [LICENSE APPLICATIONS](#)**

Notification had been received from MSDC of an application for a new premises license for Arya Food & Wine, application number LI/24/0532.

The Committee had no objections to the application.

**190. [Meeting terminated at 19.35 hours.](#)**

## OBSERVATIONS

**Parish: Burgess Hill**

**Ward: Burgess Hill - Meeds and Hammonds**

DM/23/2904

Location: V K M Motor Accessories Ltd 22 Station Road Burgess Hill West  
Sussex

Desc: Amended drawings received on 18.04.2024 for construction of two  
and two and a half storey buildings comprising six flats and two class  
E units at ground floor, following demolition of tyre fitting workshop.

Agent: Mr Dan McEwan  
Fluid Planning Ltd PO Box 1014 Horsham RH12 9TJ

Applicant: Black Horse Developments  
Black Horse Developments Limited 46 Calluna Drive Copthorne  
RH10 3XF

Case Officer: Rachel Richardson

App. Type: Full Application

**RECOMMENDATION: The Committee noted the application and expressed concern** over the following policies:

Mid Sussex District Plan DP26 – Character and Design

Mid Sussex Design Guide DG21 -Consider and allow for servicing, refuse collection and deliveries.

They also stated that they agreed with the Urban Designers comments and recommended they were followed.

The Committee requested that if the application was approved that a Section 106 Contribution towards Community Buildings and/or Community Infrastructure, with monies to go towards the Burgess Hill Community Buildings Fund be made.

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Victoria**

DM/24/0893

Location: Easyhub 277 London Road Burgess Hill West Sussex  
Desc: Prior Notification requirement under Part MA of the GPDO for the change of use of Class E space to form 16 apartments.  
Agent: Mr Tony Allen  
Allen Planning Allen Planning Ltd the Old Fire Station EC Salt Lane Salisbury SP1 1DU  
Applicant: Mr H Schneck  
Waterberg Ltd C/o Allen Planning Ltd the Old Fire Station EC Salt Lane Salisbury SP1 1DU  
Case Officer: Joanne Fisher  
App. Type: Prior Not. Comm. to Dwell house Class MA

**RECOMMENDATION: The Committee expressed concern**, stating that the application contravened;

Mid Sussex District Plan DP29 Noise, Air and Light Pollution and agreed with Contaminated Land's request for a noise report.

They were also concerned about the safety of residents in regards to fire exits.

The Committee requested that if the application was approved that a Section 106 Contribution towards Community Buildings and/or Community Infrastructure, with monies to go towards the Burgess Hill Community Buildings Fund be made.

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/24/0924

Location: 66 Ferndale Road Burgess Hill West Sussex RH15 0HD  
Desc: Proposed rear extension to bring walls in line with ground floor. Amendments to fenestration, new conservation rooflights and render.  
Agent: Ms Joanna Saady  
Ecotecture Ecological Design Limited 31 Sussex Road Haywards Heath RH16 4DZ  
Applicant: Mr And Mrs Parsons  
66 Ferndale Road Burgess Hill West Sussex RH15 0HD  
Case Officer: Andrew Horrell  
App. Type: Householder Application

**RECOMMENDATION: Recommend Approval.**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Meeds and Hammonds**

DM/23/0140

Location: 68 - 70 Church Walk Burgess Hill West Sussex RH15 9AS  
Desc: Redevelopment of an existing two 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 10 No. flats over the top three floors, retaining the exiting commercial/retail use at ground floor (Amended plans received 24 August 2023) (Amended plans received 15 April 2024)  
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 that if the application was approved that a Section 106 Contribution towards Community Buildings and/or Community Infrastructure, with monies to go towards the Burgess Hill Community Buildings Fund be made. 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

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/24/0197

Location: 43 Ravenswood Road Burgess Hill West Sussex RH15 0JG  
Desc: Loft conversion including front and rear dormers. Amended Plans received 22.04.2024 showing amended dormer design and roof additions.  
Agent: Mr Luke Hayward  
Ark Surveying Hillside Cottage Oak Lane Shillinglee Chiddingfold GU8 4SQ  
Applicant: Mr Brian Dinger  
43 Ravenswood Road Burgess Hill West Sussex RH15 0JG  
Case Officer: Anna Tidey  
App. Type: Householder Application

**RECOMMENDATION: Recommend Refusal.** The Committee felt the application contravened;

DP26 Character and Design

DG52 Loft Conversions and Roof Extensions

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

DM/24/0580

Location: 4 Mayhouse Road Burgess Hill West Sussex RH15 9RF

Desc: Conversion of garage into home office/living space.

Applicant: Sarah Bonnot

4 Mayhouse Road Burgess Hill West Sussex RH15 9RF

Case Officer: Andrew Horrell

App. Type: Householder Application

**RECOMMENDATION: Recommend Approval.** The Committee regretted the loss of a garage.

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

DM/24/0892

Location: 38 Ferndale Road Burgess Hill West Sussex RH15 0HG

Desc: Single storey rear flank extension. Detached dual-pitch timber framed garage in lieu of existing car port.

Agent: Mrs Kelly McNally, KM Architecture Limited 46 Valebridge Drive  
Burgess Hill RH15 0RW

Applicant: Mr And Mrs Hart

38A Ferndale Road Burgess Hill West Sussex RH15 0HG

Case Officer: Katherine Williams

App. Type: Householder Application

**RECOMMENDATION: Recommend Approval.**

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**Parish: Burgess Hill****Ward: Burgess Hill - Leylands**

DM/24/0992

Location: 17 St Wilfrids Road Burgess Hill West Sussex RH15 8BE

Desc: Proposed front dormer

Agent: Mr Russell Wooden

Eleven Folders Close Burgess Hill RH15 0TA

Applicant: Mr Graham Alderson-Jenkins

17 St Wilfrids Road Burgess Hill West Sussex RH15 8BE

Case Officer: Andrew Horrell

App. Type: Householder Application

**RECOMMENDATION: Recommend Approval.**

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

DM/24/0993

Location: 51 The Warren Burgess Hill West Sussex RH15 0DU  
Desc: Proposed single storey rear extension  
Agent: Mr Andrew Swaisland  
Hills Architectural Design 45 Sycamore Drive Burgess Hill RH15  
0GG  
Applicant: Mr And Mrs Impens  
51 The Warren Burgess Hill West Sussex RH15 0DU  
Case Officer: Andrew Watt  
App. Type: Lawful Development Certificate -Proposed

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

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**Parish: Burgess Hill****Ward: Burgess Hill - Victoria**

DM/24/1009

Location: 253 London Road Burgess Hill West Sussex RH15 9QU  
Desc: Proposed single-storey, rear extension on existing detached  
dwelling.  
Agent: Sophie Frykfors Von Hekkel  
Studio HEKKEL 9 Queens Road Brighton BN1 3WA  
Applicant: Mr And Mrs Edwards  
253 London Road Burgess Hill West Sussex RH15 9QU  
Case Officer: Hamish Evans  
App. Type: Lawful Development Certificate -Proposed

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

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**Parish: Burgess Hill****Ward: Burgess Hill - Victoria**

DM/24/0577

Location: Brewers Arms 251 London Road Burgess Hill West Sussex  
Desc: Proposed garden kitchen  
Applicant: Mr Paul Williams  
42 Mill Green Road Haywards Heath RH16 1XQ  
Case Officer: Andrew Clarke  
App. Type: Full Application

**RECOMMENDATION: Recommend Approval.**

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**Parish: Burgess Hill****Ward: Burgess Hill - Victoria**

DM/24/1034

Location: 2 Denham Road Burgess Hill West Sussex RH15 9TG

Desc: Proposed insulated render to all external facing walls

Agent: Mr Ajay Kambo

IDP Group 27 Spon Street Coventry CV1 3BA

Applicant: Mr Beasey

Clarion Housing Interchange, 81-85 Station Road Croydon CR0 2AJ

Case Officer: Andrew Horrell

App. Type: Householder Application

**RECOMMENDATION: Recommend Approval.**

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**Parish: Burgess Hill****Ward: Burgess Hill - Victoria**

DM/24/1046

Location: 106 Denham Road Burgess Hill West Sussex RH15 9TG

Desc: Demolishing the existing conservatory, constructing a single-storey flat roof extension at the back to provide a ground floor bathroom, and widening internal doorways.

Agent: Kurekci, Advanced Adaptations 2 Adur Lofts 2A Buckingham Road Worthing BN11 1TH

Applicant: Eley, 106 Denham Road Burgess Hill West Sussex RH15 9TG

Case Officer: Anna Tidey

App. Type: Householder Application

**RECOMMENDATION: Recommend Approval.**

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

DM/24/1055

Location: 58 Larkspur Drive Burgess Hill West Sussex RH15 0UL

Desc: Demolition of existing rear conservatory and proposed erection of single and double storey rear extensions. Replace rear ground floor patio doors with a window.

Agent: Mr Christopher Jones

Jones Projects Architectural Hollytree House Cuckfield Road Burgess Hill RH15 8RE

Applicant: Mr And Mrs Brooks

58 Larkspur Drive Burgess Hill West Sussex RH15 0UL

Case Officer: Katherine Williams

App. Type: Householder Application

**RECOMMENDATION: Recommend Approval.**

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**Parish: Burgess Hill**

**Ward: Burgess Hill - Franklands**

DM/24/1093

Location: 1 Glendale Road Burgess Hill West Sussex RH15 0EJ

Desc: T1 Scotts Pine - Fell

Applicant: Mr Thomas House

Toms Trees 32 North Mead Henfield BN5 9BW

Case Officer: Emma Rivett

App. Type: Trees in a Conservation Area

**RECOMMENDATION: Objection.**

The Committee expressed concern over the lack of an arboricultural report.