

Application for a non-material amendment following a grant of planning permission

Town and Country Planning Act 1990

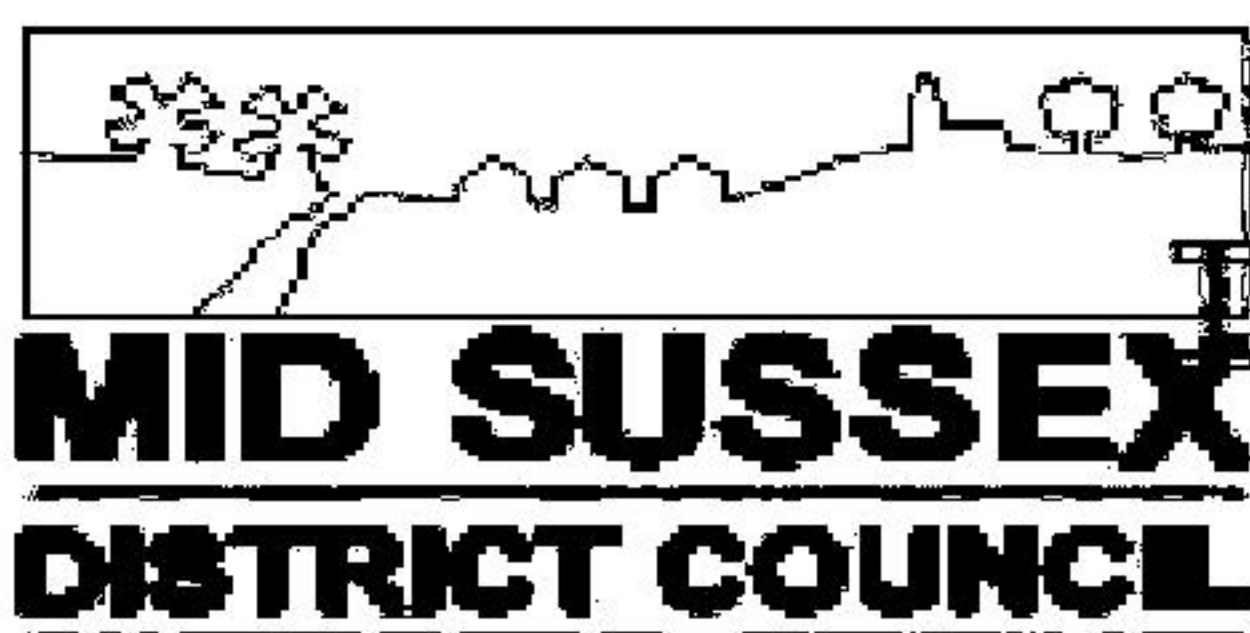
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Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it. Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to the Local Planning Authority in agreement with the declaration section.

Upon receipt of this form and any supporting information, it is the responsibility of the Local Planning Authority to inform you of its obligations in regards to the processing of your application. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

Local Planning Authority details:



Oaklands Road
Haywards Heath
West Sussex
RH16 1SS

Switchboard: 01444 458166
DX 300320 Haywards Heath 1
Email: servicesupport@midsussex.gov.uk
www.midsussex.gov.uk

For Official use

App No:

Date Rec:

Fee:

Publication on Local Planning Authority websites

Information provided on this form and in supporting documents may be published on the authority's planning register and website.

Please ensure that the information you submit is accurate and correct and does not include personal or sensitive information.

If you require any further clarification, please contact the Local Planning Authority directly.

1. Applicant Name and Address

Title:		First name:	
Last name:			
Company (optional):	Borde Hill Garden Charity		
Unit:		House number:	
		House suffix:	
House name:			
Address 1:	c/o Agent		
Address 2:			
Address 3:			
Town:			
County:			
Country:			
Postcode:			

2. Agent Name and Address

Title:	Mr	First name:	Kai
Last name:	Penny		
Company (optional):	Whaleback		
Unit:		House number:	
		House suffix:	
House name:	91		
Address 1:	Boundary Road		
Address 2:			
Address 3:			
Town:	Hove		
County:			
Country:			
Postcode:	BN3 7GA		

3. Site Address Details

Please provide the full postal address of the application site.

Unit:

House number:

House suffix:

House name:

Borde Hill Garden

Address 1:

Borde Hill Lane

Address 2:

Address 3:

Town:

Haywards Heath

County:

Postcode (optional):

RH16 1XP

Description of location or a grid reference.
(must be completed if postcode is not known):

Easting:

Northing:

Description:

4. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application? ☐ Yes ☐ No

If Yes, please complete the following information about the advice you were given. (This will help the authority to deal with this application more efficiently).

Please tick if the full contact details are not known, and then complete as much as possible: ☐

Officer name:

Reference:

Date of advice (DD/MM/YYYY):

Details of pre-application advice received:

5. Eligibility

Do you, or the person on whose behalf you are making this application, have an interest in the part of the land to which this amendment relates? ☒ Yes ☐ No

If you have answered No to this question, you cannot apply to make a non-material amendment.

If you are not the sole owner, has notification under article 10 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 been given? ☐ Yes ☐ No ☒ Not Applicable

If you have answered No to this question, you cannot apply to make a non-material amendment.

If you have answered Yes to this question, please give details of persons notified:

Person Notified	Address	Date of Notification

6. Authority Employee / Member

It is an important principle of decision-making that the process is open and transparent. For the purposes of this question "relating to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts , would conclude that there was bias on the part of the decision-maker in the local planning authority.

Do any of the following statements apply to you and/or agent? ☐ Yes ☒ No

With respect to the Authority, I am:

(a) a member of staff

(b) an elected member

(c) related to a member of staff

(d) related to an elected member

If yes please provide details of their name, role and how you are related to them.

7. Description Of Your Proposal

Please provide the description of the approved development as shown on the decision letter, including application reference number and date of decision in the sections below:

Borde Hill Garden Borde Hill Lane Haywards Heath West Sussex
Visitor and community hub, outdoor learning and adventure playground, community growing area and historic botanical propagation polytunnels, new and improved access and connectivity infrastructure, wider landscaping and biodiversity enhancements and associated works. AMENDED PLANS received 28th May 2024 revising position of southern pay kiosk and bike parking, clarification on surface material, amendments to the eco lodge, removal of play equipment in Spring Copse, submission of Flood Risk Assessment and response and revisions to ecology / BNG. Additional information and amended plans received 18th and 30th July and 14th August in respect of a Water Vole Method Construction Statement, changes to the location of the southern pay kiosk to the south park and also a biodiversity enhancement layout plan and bat species response.

Reference number:

DM/24/0433

Date of decision (DD/MM/YYYY):

06/12/2024

What was the original application type?:
(e.g. 'Full', 'Householder and Listed Building', 'Outline')

Full

For the purpose of calculating fees, which of the following best describes the original application type?

Householder development: development to an existing dwelling-house or development within its curtilage ☐

Other: anything not covered by the above category ☒

8. Non-Material Amendment(s) Sought

Please describe the non-material amendment(s) you are seeking to make:

Visitor and community hub, outdoor learning and adventure playground, community growing area and historic botanical propagation polytunnels, new and improved access and connectivity infrastructure, wider landscaping and biodiversity enhancements and associated works.

Are you intending to substitute amended plans or drawings? ☐ Yes ☒ No

If Yes, please complete the following:

Old plan/drawing number(s):

n/a

New plan/drawing number(s):

n/a

Please state why you wish to make this amendment:

To remove references to amended plans from the operative part of the permission (the description) in order to amend those plans through a subsequent Section 73 Amendment application.

9. Application Requirements - Checklist

Please read the following checklist to make sure you have sent all the information in support of your proposal. Failure to submit all information required will result in your application not being accepted. It will not be accepted until all information required by the Local Planning Authority (LPA) has been submitted.

The original and 3 copies* of a completed and dated application form: ☐

The original and 3 copies* of other plans and drawings or information necessary to describe the subject of the application: ☐

The correct fee: ☐

*National legislation specifies that the applicant must provide the original plus three copies of the form and supporting documents (a total of four copies), unless the application is submitted electronically or, the LPA indicate that a smaller number of copies is required. LPAs may also accept supporting documents in electronic format by post (for example, on a CD, DVD or USB memory stick). You can check your LPA's website for information or contact their planning department to discuss these options.

10. Declaration

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information. I/we confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

Signed - Applicant:	Or signed - Agent:	Date (DD/MM/YYYY):
	G.Glles	23.12.2025

11. Applicant Contact Details

Telephone numbers

Country code:	National number:	Extension number:
Country code:	Mobile number (optional):	
Country code:	Fax number (optional):	

Email address (optional):

12. Agent Contact Details

Telephone numbers

Country code:	National number:	Extension number:
	01273 234354	
Country code:	Mobile number (optional):	
Country code:	Fax number (optional):	

Email address (optional):
kai@whaleback.co.uk

13. Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land? ☐ Yes ☒ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact? *(Please select only one)* ☒ Agent ☐ Applicant ☐ Other (if different from the agent/applicant's details)

If Other has been selected, please provide:

Contact name:	Telephone number:
Kai Penny	01273 234354

Email address: kai@whaleback.co.uk