

**From:** M Khan <sanaadesigns@outlook.com>  
**Sent:** 22 May 2025 12:13:09 UTC+01:00  
**To:** "Anna Tidey" <anna.tidey@midsussex.gov.uk>  
**Cc:** "Mathu Rajalingam" <mathu2009@live.co.uk>  
**Subject:** RE: DM/25/0351 - S. Taylor Jewellers, 30 Cantelupe Road, East Grinstead  
**Attachments:** 31858\_EcIA\_S.TaylorJewellers.pdf

Dear Anna,

I Hope you are well.

Please find attached Ecological Impact assessment for 30 Cantelupe Road, as requested.

Should you have any further queries, please do not hesitate to contact me.

Kind Regards,

**Manahil Khan**

☎: 07745 334099

@: [sanaadesigns@outlook.com](mailto:sanaadesigns@outlook.com)

For and Behalf of **Sanaa Designs**

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**From:** Anna Tidey <anna.tidey@midsussex.gov.uk>  
**Sent:** 10 April 2025 10:02  
**To:** M Khan <sanaadesigns@outlook.com>  
**Subject:** RE: DM/25/0351 - S. Taylor Jewellers, 30 Cantelupe Road, East Grinstead

Dear Manahil

Thank you for confirming that an ecological impact assessment will be submitted. Upon receipt the application will be revalidated and an ecologist will be consulted to review the assessment, under a 21 day consultation period.

Please let me know if you have any difficulties in getting the assessment done.

Thank you.

Regards

Anna Tidey

Planning Officer

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Submit your planning application online.

<http://www.planningportal.gov.uk>

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Anna Tidey BA(Hons) MPhil MRTPI

Planning Officer  
Development Management

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**From:** M Khan <[sanaadesigns@outlook.com](mailto:sanaadesigns@outlook.com)>  
**Sent:** 10 April 2025 08:13  
**To:** Anna Tidey <[anna.tidey@midsussex.gov.uk](mailto:anna.tidey@midsussex.gov.uk)>  
**Cc:** Mathu Rajalingam <[Mathu2009@live.co.uk](mailto:Mathu2009@live.co.uk)>  
**Subject:** RE: Amended Plans - DM/25/0351 - S. Taylor Jewellers, 30 Cantelupe Road, East Grinstead

Dear Anna,

Thank you for your email.

I will have an Ecology impact assessment carried out as mentioned in your email below.

As the application is now made invalid, will the planning decision date be pushed back?

I look forward to hearing from you soon.

Kind Regards,

**Manahil Khan**

☎: 07745 334099

@: [sanaadesigns@outlook.com](mailto:sanaadesigns@outlook.com)

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**From:** Anna Tidey <[anna.tidey@midsussex.gov.uk](mailto:anna.tidey@midsussex.gov.uk)>

**Sent:** 09 April 2025 12:30

**To:** M Khan <[sanaadesigns@outlook.com](mailto:sanaadesigns@outlook.com)>

**Subject:** RE: Amended Plans - DM/25/0351 - S. Taylor Jewellers, 30 Cantelupe Road, East Grinstead

Dear Manahil

Thank you for the amended plans. I have now uploaded these to the planning file.

However, before I arrange for the application to be readvertised I want to address an issue that was raised when I discussed your application with a Senior Officer yesterday. **I apologise that this matter has not been raised with you sooner. However I do need to request some further supporting information from you.**

I note that in your Design and Access Statement you confirm that the site was in use as a Jewellers shop in the late 1990s. I am not sure of the use that the building has been in more recently, or whether it has been left vacant? From my site visit it appears that the building has not been in recent use.

Your application is for the conversion of an older building. It has not been accompanied by an Ecological Impact Assessment to determine if protected species are using the site as a wildlife habitat. The site may have attracted protected species since it has been vacant.

Further guidance is provided below, from Pages 7 -8 of the MSDC Validation criteria for planning applications (Including Technical Details Consent), see [Validation criteria for planning applications \(Including Technical Details Consent\)](#)

*Ecological Impact Assessment Report  
When is this required?*

*An Ecological Impact Assessment Report is required for a proposed development on which there is a reasonable likelihood that the features listed below that are within or adjacent to the application site, may be affected:*

- Protected species
- Species of conservation concern including those listed as Species of Principal Importance in England under Section 41 of the Natural Environment and Rural Communities (NERC) Act 2006

*Designated nature conservation sites (including those of geological conservation importance)*

- *Habitats of conservation value, including those listed as Habitats of Principal Importance in England under Section 41 of the Natural Environment and Rural Communities (NERC) Act 2006*

*Reports must be prepared by suitably experienced and qualified ecologists / wildlife specialists (e.g., professional members of the Chartered Institute of Ecology and Environmental Management*

- *CIEEM) and surveys and reports must accord with BS42020: 2013 Biodiversity — Code of practice for planning and Development and best practice guidance published by CIEEM. What should this include?*
- *Information should be provided on existing biodiversity interests and possible impacts on them to allow full consideration of those impacts.*
- ***When the demolition, alteration or conversion of older buildings or rural buildings is proposed, the report should include a Bat and Owl survey and mitigation plan.***

*Guidance Please also see policies DP37 and DP38 of the Mid Sussex District Plan 2014-2031. Section 15 Conserving and enhancing the natural environment, of the National Planning Policy Framework.*

*Planning Practice Guidance, Natural Environment.*

*Natural England and Forestry Commission standing advice for developments near ancient woodlands and veteran trees.*

*Natural England: Bats: Advice for making planning decisions Sussex Biodiversity Record Centre can provide information on species present in a data search.*

*Natural England and DEFRA: Protected species and development: Advice for Local Planning Authorities*

*In many cases, it will be necessary to commission a Preliminary Ecological Appraisal to determine if the above habitats or species are present or likely to be present. The purpose of this preliminary appraisal is to highlight the need for specific wildlife / habitat surveys, which can then be used, along with the findings of the preliminary appraisal, to:*

- *ensure that there will be no loss or deterioration caused to irreplaceable habitats, contrary to paragraph 180 of the NPPF; and*
- *assess and inform development options so that any other significant impacts can be avoided where possible, adequately mitigated or, as a last resort compensated for, in accordance with policies DP38 of the Mid Sussex District Plan 2014-2031 and 180 of the NPPF.*

*For larger or more complex developments, applicants may also find it helpful to prepare a biodiversity opportunities and constraints plan to aid site planning and demonstrate how the design process has sought to avoid impacts and maximise opportunities for enhancing biodiversity.*

*Please note, a Preliminary Ecological Appraisal report is only intended to provide basic baseline information and will only be sufficient on its own, where the findings indicate that there is no requirement for further surveys and that any significant impacts on biodiversity can reasonably be ruled out. In these cases, the Preliminary Ecological Appraisal report should be submitted as evidence.*

*The scope and contents of the Ecological Impact Assessment report should be proportionate to the scale and significance of development impacts and the range of habitats and species that may be impacted (as identified from the preliminary ecological appraisal and any follow-up surveys). A barn conversion with no change to surrounding habitats, for example, may only need to cover impacts on bats and nesting birds. However, the report must consider the impact of the development proposals in relation to relevant legislation and planning policies and describe how these will be complied with, including recommendations for any avoidance, mitigation or compensation measures.*

*Further information regarding the information that is required in respect of Great Crested Newts is contained within the Wildlife and Planning Page on the Councils website <https://www.midsussex.gov.uk/planning-building/wildlife-and-planning/> This includes details of the District Licensing Scheme. The Council holds a district-wide licence granted by Natural England allowing developers to be authorised to undertake works which may impact great crested newts. NatureSpace Partnership is the Council's delivery partner for the district licence.*

**Given the time that has elapsed since the last use of the buildings I need to request that an Ecological Survey is submitted to support the application.** Until this is provided I will make the application Invalid. Upon receipt of the *Ecological Impact Assessment Report* the application will be made Valid again, our Ecological Adviser will be consulted and the Amended Plans readvertised.

I look forward to hearing from you on this matter.

Regards

Anna Tidey

Planning Officer

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Submit your planning application online.

<http://www.planningportal.gov.uk>  
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Anna Tidey BA(Hons) MPhil MRTPI

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**From:** M Khan <[sanaadesigns@outlook.com](mailto:sanaadesigns@outlook.com)>  
**Sent:** 09 April 2025 09:34  
**To:** Anna Tidey <[anna.tidey@midsussex.gov.uk](mailto:anna.tidey@midsussex.gov.uk)>  
**Cc:** [mathu2009@live.co.uk](mailto:mathu2009@live.co.uk)  
**Subject:** RE: Site visit follow up - DM/25/0351 - S. Taylor Jewellers, 30 Cantelupe Road, East Grinstead

Dear Anna,

Please find attached the amended plans and documents, prepared in accordance with the comments outlined in your email below, as requested.

A minor revision has been made to the plans to include a means of escape from the garden space for the ground floor flats, addressing the comment raised by the housing team.

Additionally, we intend to retain two of the three existing bathroom windows in the new flat to help reduce conversion costs.

I trust everything is in order. However, should you have any further questions or require clarification, please don't hesitate to contact me.

Kind regards,

**Manahil Khan**

☎: 07745 334099

@: [sanaadesigns@outlook.com](mailto:sanaadesigns@outlook.com)

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**From:** Anna Tidey <[anna.tidey@midsussex.gov.uk](mailto:anna.tidey@midsussex.gov.uk)>  
**Sent:** 31 March 2025 16:15

To: M Khan <[sanaadesigns@outlook.com](mailto:sanaadesigns@outlook.com)>

Cc: [mathu2009@live.co.uk](mailto:mathu2009@live.co.uk)

Subject: RE: Site visit follow up - DM/25/0351 - S. Taylor Jewellers, 30 Cantelupe Road, East Grinstead

Dear Manahil

Thank you for your email from Friday last week. I am sorry that I have not been in touch since my site visit on 19<sup>th</sup> March, when I met your client. It was good to be able to look around the site to help me to understand the proposed conversion works, for which I am very grateful.

I have now had an opportunity to review your case in detail and there are a number of issues that I need to ask you to address:

**Submitted Plans** – The submitted plans show some discrepancies. Please can you check that the Proposed Floor Plans and Proposed Elevations match up, see door and window positions marked up on extracts below:

**The front door to the shop appears to be blocked up on the proposed Floor Plan, but is shown to be retained on the Proposed Elevations. Please can you clarify this?**

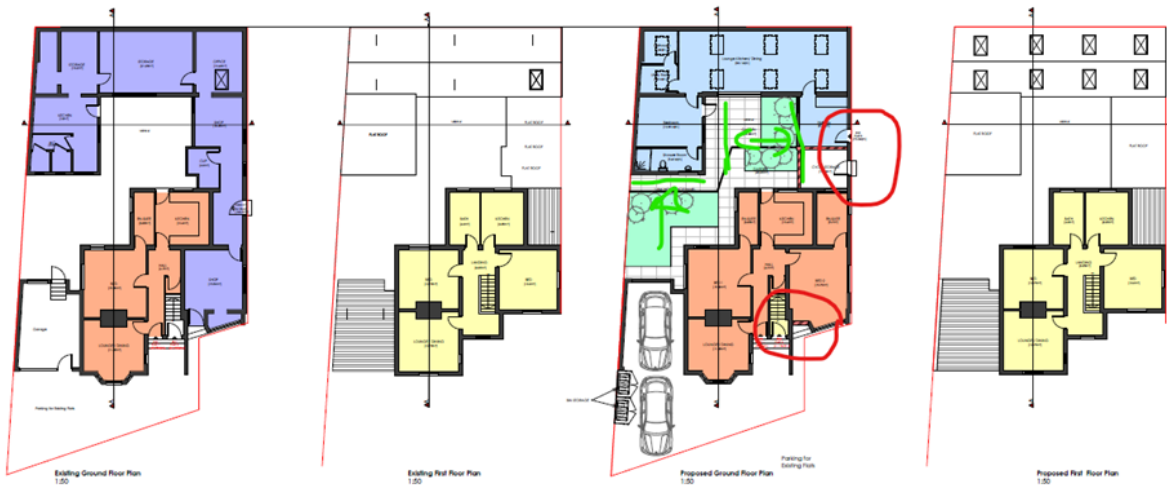
**The door and window arrangement shown on the Proposed Elevations (facing south towards the side pedestrian path) do not correspond with the positions on the Floor Plans. The Floor Plans and Elevations should match up. Please provide an Amended set of plans for the application.**



Current door and window layout facing south towards the side pedestrian path:



Please can you also provide Existing and Proposed Elevations for the three inner yard walls (shown in green with arrows on the Proposed Floor Plan below)?





**To save on the conversion costs you may consider leaving the existing window layout in the proposed shower room, see photo below:**



**Ashdown Forest Contributions** - I note that a Planning Obligation form has been submitted with the application. I will ensure that this is completed and sent to the MSDC Legal Team this week. They will contact you in due course.

I also have to consult with Natural England in line with the Habitats Regulations Assessment approach for planning applications in relation to the Ashdown Forest SPA and SAC.

Please see more details on the MSDC website, see following link:

[Protecting Ashdown Forest - Mid Sussex District Council](#)

I hope to hear from you soon regarding the above matters.

Kind regards  
Anna Tidey  
Planning Officer

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<http://www.planningportal.gov.uk>

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Anna Tidey BA(Hons) MPhil MRTPI  
Planning Officer  
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**From:** M Khan <[sanaadesigns@outlook.com](mailto:sanaadesigns@outlook.com)>  
**Sent:** 28 March 2025 09:15  
**To:** Anna Tidey <[anna.tidey@midsussex.gov.uk](mailto:anna.tidey@midsussex.gov.uk)>  
**Cc:** Mathu Rajalingam <[Mathu2009@live.co.uk](mailto:Mathu2009@live.co.uk)>  
**Subject:** RE: Site visit notification - DM/25/0351 - S. Taylor Jewellers, 30 Cantelupe Road, East Grinstead

Dear Anna,

I hope you are well.

I am writing to follow up on the application we submitted for 30 Cantelupe Road and your recent site visit.

I wanted to check if there are any comments or feedback on this proposal.

Your thoughts on the matter would be greatly appreciated.

Looking forward to hearing from you soon.

Kind Regards,

**Manahil Khan**

☎: 07745 334099

@: [sanaadesigns@outlook.com](mailto:sanaadesigns@outlook.com)

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