

From: Emma Avis <Emma.Avis@westsussex.gov.uk>
Sent: 14 November 2025 11:27:27 UTC+00:00
To: "Katherine Williams" <Katherine.Williams@midsussex.gov.uk>
Cc: "Georgia Hickland" <Georgia.Hickland@westsussex.gov.uk>
Subject: RE: 34 Cyprus Road, Burgess Hill (DM/25/0582) - S106 Agreement (CC805.2413)

Hi Katherine,

I added this in my comments previously on the application, but I forgot to add it as a condition in the final response for the application. The planning reason would be to discourage parking on the footway in front of the new residential building and reinstatement of the footway with full height kerbs to protect pedestrian safety allowing safe and suitable access for all.

The condition would read -

- *Access closure*
No part of the development shall be first occupied until such time as the existing vehicular cross over to the front of the site has been physically closed off, with full height kerbs being reinstated to provide a reinstated footway, in accordance with plans and details submitted to and approved in writing by the Local Planning Authority.
Reason: In the interests of road safety.

The applicant is required to obtain all appropriate consents from West Sussex County Council, as Highway Authority, to cover the off-site highway works. The applicant is requested to contact The Implementation Team Leader (01243 642105) to commence this process. The applicant is advised that it is an offence to undertake any works within the highway prior to the agreement being in place.

Kind Regards,
Emma

Emma Avis (MCIHT) – Planner
West Sussex County Council, County Highways Team, Planning Services
Phone: 0330 222 5336

From: Katherine Williams <Katherine.Williams@midsussex.gov.uk>
Sent: 13 November 2025 11:58
To: Emma Avis <Emma.Avis@westsussex.gov.uk>
Cc: Georgia Hickland <Georgia.Hickland@westsussex.gov.uk>
Subject: RE: 34 Cyprus Road, Burgess Hill (DM/25/0582) - S106 Agreement (CC805.2413)

****EXTERNAL****

Hi Emma,

Thank you for your email and my apologies for the delay in my response.

A condition could be added regarding the removal of the existing drop kerb, however a planning reason would be needed, and I note that such a condition has not been requested by Highways.

Kind Regards

Katherine Williams BSc (Hons) MSc
Senior Planning Officer
Mid Sussex District Council
01444 477214

www.midsussex.gov.uk



Working together for a better Mid Sussex

From: Emma Avis <Emma.Avis@westsussex.gov.uk>

Sent: 03 November 2025 14:48

To: Georgia Hickland <Georgia.Hickland@westsussex.gov.uk>

Cc: Katherine Williams <Katherine.Williams@midsussex.gov.uk>

Subject: RE: 34 Cyprus Road, Burgess Hill (DM/25/0582) - S106 Agreement (CC805.2413)

You don't often get email from emma.avis@westsussex.gov.uk. [Learn why this is important](#)

Afternoon Georgia,

The works will need to be secured under condition or the s106. I have copied the case officer in at MSDC to see if we can secure the works via condition which I think would be the simplest way of doing it.

Hi Katherine – Could we secure these works via condition? I see that the application has not yet been determined, or a decision notice issued.

Kind Regards,
Emma

Emma Avis (MCIHT) – Planner West Sussex County Council, County Highways Team, Planning Services Phone: 0330 222 5336

From: Georgia Hickland <Georgia.Hickland@westsussex.gov.uk>
Sent: 31 October 2025 15:41
To: Emma Avis <Emma.Avis@westsussex.gov.uk>
Subject: FW: 34 Cyprus Road, Burgess Hill (DM/25/0582) - S106 Agreement (CC805.2413)

Hi Emma,

Naomi provided me with the attached consultation response you submitted for this application. Can I just double check whether we are intending to secure the highway/kerb works in the s106?

Kind regards

Georgia Hickland | Chartered Legal Executive Lawyer | Environment Team

Legal Services

West Sussex County Council

Tel: 0330 222 5360

Email: georgia.hickland@westsussex.gov.uk

Address: Room 202, County Hall, West Street, Chichester, West Sussex, PO19 1RQ

Whilst our offices are open we continue to work remotely. All documents should be sent electronically to the e-mail address above.

From: Naomi Hoyland <naomi.hoyland@westsussex.gov.uk>
Sent: 31 October 2025 13:02
To: Georgia Hickland <Georgia.Hickland@westsussex.gov.uk>
Subject: RE: 34 Cyprus Road, Burgess Hill (DM/25/0582) - S106 Agreement (CC805.2413)

Hi Georgia,

Here are the consultation responses for this one. Emma Avis is the Highways case officer.

Kind regards,
Naomi

[Naomi Hoyland](#) | Senior Technician (S106 Monitoring), Planning Services, [West Sussex County Council](#) | Location: Ground Floor, Northleigh, Chichester, West Sussex, PO19 1RH
Internal: 22783 | External: 0330 22 22783 | E-mail: naomi.hoyland@westsussex.gov.uk

From: Georgia Hickland <Georgia.Hickland@westsussex.gov.uk>
Sent: 31 October 2025 12:40
To: Naomi Hoyland <naomi.hoyland@westsussex.gov.uk>
Subject: 34 Cyprus Road, Burgess Hill (DM/25/0582) - S106 Agreement (CC805.2413)

Hi Naomi,

Please can you send me the consultation docs for this application?

Kind regards

Georgia Hickland | Chartered Legal Executive Lawyer | Environment Team

Legal Services

West Sussex County Council

Tel: 0330 222 5360

Email: georgia.hickland@westsussex.gov.uk

Address: Room 202, County Hall, West Street, Chichester, West Sussex, PO19 1RQ

Whilst our offices are open we continue to work remotely. All documents should be sent electronically to the e-mail address above.

LEGAL DISCLAIMER

This email and any attachments are confidential and intended solely for the persons addressed. If it has come to you in error please reply to advise us but you should not read it, copy it, show it to anyone else nor make any other use of its content. West Sussex County Council takes steps to ensure emails and attachments are virus-free but you should carry out your own checks before opening any attachment.

The information contained in this email may be subject to public disclosure under the Freedom of Information Act 2000. Unless the information contained in this email is legally exempt from disclosure, we cannot guarantee that we will not provide the whole or part of this email to a third party making a request for information about the subject matter of this email. This email and any attachments may contain confidential information and is intended only to be seen and used by the named addressees. If you are not the named addressee, any use, disclosure, copying, alteration or forwarding of this email and its attachments is unauthorised. If you have received this email in error please notify the sender immediately by email or by calling +44 (0) 1444 458 166 and remove this email and its attachments from your system. The views expressed within this email and any attachments are not necessarily the views or policies of Mid Sussex District Council. We have taken precautions to minimise the risk of transmitting software viruses, but we advise you to carry out your own virus checks before accessing this email and any attachments. Except where required by law, we shall not be responsible for any damage, loss or liability of any kind suffered in connection with this email and any attachments, or which may result from reliance on the contents of this email and any attachments.

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.