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For Official use

App No:

Date Rec:

Fee:



Application for a Non-Material Amendment Following a Grant of Planning Permission

Town and Country Planning Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)

Northing (y)

532145

117841

Description

Thakeham and Charles Church Development Site at Land East of Keymer Road and South of Folders Lane, Burgess Hill, West Sussex

Applicant Details

Name/Company

Title

Mr

First name

Mark

Surname

Hendy

Company Name

Charles Church Developments Ltd

Address

Address line 1

Persimmon House

Address line 2

Knoll Road

Address line 3

Town/City

Camberley

County

Surrey

Country

Postcode

GU15 3TQ

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

Applicant Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Eligibility

Does the applicant have an interest in the part of the land to which this amendment relates?

- ☒ Yes
- ☐ No

If the applicant is not the sole owner, has notification under Article 10 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended) been given?

- ☒ Yes
- ☐ No
- ☐ Not applicable

Please add details of all persons notified

Name of person notified:
***** REDACTED *****

House name:
Thakeham House

Number:

Suffix:

Address line 1:
Summers Place

Address Line 2:
Stane Street

Town/City:
Billingshurst

Postcode:
RH14 9GN

Date notice served:
01/10/2026

Description of Your Proposal

Please provide the description of the approved development as shown on the decision letter

RESIDENTIAL DEVELOPMENT, CONSISTING OF 260 DWELLINGS WITH VEHICULAR, PEDESTRIAN AND CYCLE ACCESS, CAR PARKING, OPEN SPACE, PLAY SPACE, ECOLOGICAL AREAS, ATTENUATION PONDS, LANDSCAPING AND ALL OTHER ASSOCIATED WORKS. (AMENDED PLANS

RECEIVED 19TH APRIL RELATING TO DESIGN AND LANDSCAPING, AND ADDITIONAL/AMENDED SUPPORTING INFORMATION RELATING TO DRAINAGE, ECOLOGY, BNG, TREES, ENERGY AND A CONSTRUCTION MANAGEMENT PLAN).

Reference number

DM/22/3049

Date of decision

26/07/2023

What was the original application type?

Full planning permission

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

- ☐ **Householder development:** Development to an existing dwelling-house or development within its curtilage
- ☒ **Other:** Anything not covered by the above category

Non-Material Amendment(s) Sought

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

Revision to turning head, including retention of parking bay and footpath. Revised shaping of drainage basins in Fields 5, 6 and 7 and omission of boardwalk to drainage basin in Field 7.

Please state why you wish to make this amendment

A revision to the turning head arrangement at the northern end of the southern phase is necessary due to the presence of a tree that was not identified by the tree survey. A temporary footpath and parking bay that have been constructed adjacent to the turning head and leading along the western side of the amenity area are also to be retained by this proposal. The shapes of the drainage basins in Fields 5, 6 and 7 were amended at the discharge of condition stage and S104 discussions to accommodate constraints with the retained habit area (Field 7), attenuation crate storage volume requirements and root protection areas of the surrounding trees. The timber boardwalk around pond in Field 7 is also amended to a hoggin footpath as a boardwalk is no longer required following reshaping of the pond. This amendment improves long term safety and maintenance requirements.

Are you intending to substitute amended plans or drawings?

- ☒ Yes
- ☐ No

If yes, please complete the following details

Old plan/drawing numbers

Please refer to covering letter and accompanying Schedule of Revisions.

New plan/drawing numbers

Please refer to covering letter and accompanying Schedule of Revisions.

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?

- ☐ The agent
☒ The applicant
☐ Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- ☐ Yes
☒ No

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related 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 above statements apply?

- ☐ Yes
☒ No

Declaration

I/We hereby apply for Non-Material Amendment as described in the questions answered, details provided, 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.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Mark Hendy

Date

01/10/2026

