

Trees in a Conservation Area

Application No: DM/25/1471	Date Received: 06.06.2025
Portal No: PP-14077650	Validation Officer: Christine Pound

Site Address: Idlehurst, Birchgrove Road, Horsted Keynes, Haywards Heath, West Sussex		
Description: T3 Gingkho - fell.		
Charge categories:		
Fee required: £0	Date paid in full: N/A	
Description suitable and fees correct	Initial: ...CP....	Date: ...09/06/2025..

Special Constraints			
Major Housing (10+ dwellings)	☐ /No	Major (1000sq m+ floorspace)	☐ /No
Major (1ha Site Area)	☐ /No	Environmental Statement (30 day consultation)	☐ /No
Birch Grove Conservation Area - YES			
Setting of Conservation Area	☐ /No	Setting of Listed Building	☐ /No
Special due to CA, LB or Major	☐ /No	Special due to Departure/Other *Complete after allocation to PO	Yes/No

Other Constraints	
[7] Ashdown Forest 7 Kilometre Buffer - YES	Great Crested Newt IRZ - Amber Zone - YES
	High Weald AONB - YES

Cross Boundary	☐ /No	Minerals and Waste	☐ /No
MSDC Land Ownership	☐ /No	Other	☐ /No
Relevant Planning History	Yes/ ☐	Ref: ...DM/18/3108.... Officer: ...WLARG....	
MyMaps and Planning History checked		Signed: ...CP.... Date: ...09/06/2025....	

	Date	Signed		Date	Signed
Registered	09/06	CP	Acknowledged	09.06	CP
Invalid sent	-----	-----	Weekly List Sheet	09.06	CP
Invalid chase sent	-----	-----	Consultations	09.06	CP
Marked Valid in Uniform	09/06	CP	Neighbours	09.06	CP
Indexed/scanned	09/06	CP	Site Notice	-----	-----
Sent for Allocation	09/06	CP	EIA Checklist	-----	-----
Valid Date	06/06	CP	File Completed	09.06	CP

Validation

National Requirements

- ☐ Application form
 - ☐ Ownership/agricultural cert. signed
 - ☐ Fully completed
- ☐ Location Plan
 - ☐ To suitable scale
 - ☐ Red line around boundary
 - ☐ Not copyright protected
 - ☐ Nearby roads/features shown
- ☐ Fire Statement
 - ☐ multi-occupied residential buildings of 18m or more in height, or 7 or more storeys
- ☐ Block plan
 - ☐ To suitable scale
 - ☐ Red line around property boundary
 - ☐ Neighbouring properties shown
 - ☐ Proposal clearly indicated
- ☐ Design and access statement
 - ☐ 1 or more dwelling in Conservation Area
 - ☐ Building with 100m²+ floorspace in Conservation Area
 - ☐ Listed Building Consent

Drawings

- ☐ Existing elevations
 - ☐ To scale
 - ☐ All sides of building where changes will be made and/or;
 - ☐ For all buildings to be demolished
 - ☐ Tally with existing floorplans
- ☐ Existing floorplans
 - ☐ To scale
 - ☐ All floors where changes will be made and/or
 - ☐ For all buildings to be demolished
- ☐ Proposed elevations
 - ☐ To scale
 - ☐ All sides of building where changes will be made and/or;
 - ☐ Tally with proposed floorplans
 - ☐ All changes shown included within description
- ☐ Proposed floorplans
 - ☐ To scale
 - ☐ All sides of building where changes will be made and/or;
 - ☐ Tally with proposed elevations
 - ☐ All changes shown included in description.
- ☐ Existing and proposed sections
 - ☐ To scale
 - ☐ All areas where significant changes in site levels are proposed e.g bunds, pools, landscaping works etc.
 - ☐ Shows reasonable section of site (i.e. showing all major areas of change and/or area of most significant change)

Local Requirements

- ☐ Affordable Housing Statement
- ☐ Air Quality Assessment
- ☐ Biodiversity Survey/Report
- ☐ Flood Risk Assessment
- ☐ Foul Sewage and Surface Water Assessment
- ☐ Heritage Statement
- ☐ Land Contamination Assessment
- ☐ Lighting Assessment
- ☐ Noise Impact Assessment
- ☐ Open Space Assessment
- ☐ Planning Obligation Instruction Form
 - ☐ Net increase of 5+ units or where affordable housing is required
 - ☐ 1+ dwellings within 7km Ashdown Forest Buffer Zone
- ☐ Planning Statement
- ☐ Stage 1 Safety Audit
- ☐ Statement of Community Involvement
- ☐ Structural Survey
- ☐ Sustainability Statement
- ☐ Telecommunication Supplementary Info.
- ☐ Town Centre Impact Assessment
- ☐ Transport Assessment
- ☐ Travel Plan
- ☐ Tree Survey
- ☐ Ventilation and Extraction Statement

Allocation

Application Number: DM/25/1471	Departure:	Yes/No
Case Officer:	Special?	Yes/No
	EIA Checklist required:	Yes/No

Notes for Service Support	Notes for Planning Officer		
Consultees: Mid Sussex ☐ Architectural Advisor (Emily) (MP18) ☐ Better Mid Sussex Planning Leader (MP10) ☐ Contaminated Land Officer (MP11) ☐ Flood Risk and Drainage Team (MP09) ☐ Environmental Protection (MP08) ☐ Housing Enabling Team (MP07) ☐ Housing Standards – Cassy Foster (MP23) ☐ Leisure (MP05) ☐ Parks and Landscape Team (MP20) ☐ Planning Policy (MP04) ☐ Trees and Landscape Officer (MP02) ☐ Urban Designer (MP03) ☐ Corporate Estates (MP16) ☐ Sustainability Officer (MP22) ☐ Leisure – Play Areas (MP24) ☐ Waste Management Team (MP17) West Sussex ☐ County Planning Officer (CP01) ☐ County Rights of Way Officer (CP11) ☐ Drainage Strategy Team (CP14) ☐ Gypsy and Caravan Liaison Officer (CP17) ☐ Highways (CP05) ☐ Social Services (CP13) ☐ Minerals and Waste (CP16) ☐ West Sussex Fire & Rescue Service (DP89) ☐ WSCC Fire Brigade – Battery Energy Storage Sites (DP115) Environmental ☐ Ecology – Essex County Council (DP114) ☐ Heritage Environment – Essex CC (DP113) ☐ Landscape – Essex County Council (DP112) ☐ High Weald Forum (DP44) ☐ Natural England (DP25) ☐ NatureSpace Partnership – Newts (DP121) ☐ Ramblers Association (DP61) ☐ Sussex Badger Society (DP62) ☐ Sussex Bat Group (DP63) ☐ Sussex Wildlife Trust (DP58) ☐ The Open Spaces Society (DP66) ☐ The Woodland Trust (DP65) ☐ The Gardens Trust (DP103) ☐ SoS (Reg 19 EIA Regs 2017) (DP108)	Historic Buildings ☐ English Heritage (DP16) ☐ National Amenity Societies (DP100) ☐ Royal Commission on Historic Monuments (DP21) Other ☐ Active Travel England (DP120) ☐ Aerodrome Safeguarding Shoreham (DP50) ☐ Brighton & Hove CC (DP30) ☐ Crawley BC (DP31) ☐ EDF Energy (DP40) ☐ Environment Agency (DP10) ☐ Gatwick Airport Safeguarding (DP28) ☐ Gypsy and Traveller Forum (DP101) ☐ National Highways (DP06) ☐ Health and Safety Executive (DP106) ☐ Horsham DC (DP32) ☐ HSE – Hazardous Substances (DP24) ☐ HSE – NSIP & DNS Apps (DP106) ☐ Judy Pointing – Community Dev. Manager (DP102) ☐ Lewes DC (DP33) ☐ ADAS Planning – Agricultural Consultant (DP116) ☐ Ministry of Defence (DP90) ☐ National Air Traffic Services (DP49) ☐ Network Rail & Tunnel Locations (DP27) ☐ Planning Gateway One – 7 storeys+ (DP122) ☐ South East Water (DP64) ☐ Southern Gas Networks (DP41) ☐ Southern Water Services (DP07) ☐ Sport England (DP60) ☐ Sports Council (DP42) ☐ Sussex Police – Designing Out Crime (DP38) ☐ Sussex Police – Joint Commercial Planning Manager (DP123) ☐ Tandridge DC (DP34) ☐ Thames Water Utilities Ltd (DP09) ☐ South Downs National Park (DP37) ☐ NHS Sussex - Simon Clavell-Bate (DP53) ☐ Wealden DC (DP35) Additional <table><tr><td></td><td></td></tr></table>		

Constraints:

Ashdown Forest SPA/SAC / Common Land / Post 1974 Conservation Area Boundary / Conservation Area / Area of Special Control of Adverts / Countryside Area of Dev. Restraint / Areas of Outstanding Natural Beauty / Great Crested Newt - Impact Risk Zone / Aerodrome Safeguarding (CAA) / Aerodrome Safeguarding (CAA) /

Planning History:

Application No	Proposal	Status	Decision Date	Officer
01/00437/FUL	Proposed replacement store building	PER	10.04.2001	
HK/027/93	EXTENSION AND ALTERATIONS.	PER	04.10.1993	
HK/016/94/AP1	AMENDED PLANS: REPLACEMENT DORMERS & GARAGE. AMENDED PLANS RECEIVED SHOWING CHANGE TO ROOF DESIGN AND INCREASE IN RIDGE HEIGHT.	PER	30.10.1996	
08/00648/TCA	Fell and replace one blackthorn tree	NO	18.03.2008	
11/03911/TCA	Reduce Overall canopies by 15% - 20%. (1x Oak and 1x Beech)	NO	10.01.2012	
DM/18/3108	Copper Beech (T1) - Crown reduce by 2 metres and lift to 3 metres.	NO	03.09.2018	
DM/25/1294	Construction of a single-storey side conservatory extension, a side kitchen extension, alterations to doors and fenestration, erection of a greenhouse, associated hard and soft landscaping and replacement driveway gates (Amended description 29.05.25)	PCO		
DM/25/1471	T3 Gingkho - fell.	REC		
HK/016/94	Replacement dormers and garage.	PER	25.05.1994	

Pre-app:

Application No	Proposal	Status	Closed Date	Officer
DM/25/0265	Single-storey extensions to the existing dwelling, along with associated internal layout and fenestration alterations. Externally, hard and soft landscaping works will be undertaken, alongside the erection of a traditional greenhouse structure. Within the adjacent land, a detached Garage and Studio building.	CLO	28.04.2025	

Appeals:

Application No	Proposal	Status	Decision Date	Officer
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MID SUSSEX DISTRICT COUNCIL

Planning Services Division

New application file - scanning check list

This sheet to be inserted into wallet with new application documents prior to dispatch to Terraquest. Please ensure sheet appears on top.

DM/25/1471

Plans submitted with application

Plan Type	Plan Ref.	Version	Drawing Date
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