

**MINUTES of the PLANNING COMMITTEE**  
Held in the Council Chamber  
on **Monday 6 January 2025**

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**Present:** David Eggleton \* Chairman  
Janice Henwood Vice Chairman

Graham Allen  
Diane Black  
Matthew Cornish  
Tofojjul Hussain  
John Orchard

**Also Present:** Cedric De Souza  
Andy Stowe  
Julie Holden  
Kayleigh Elliott-Davidson  
Sam Kimblin

CEO  
Events, Communication and  
Administrative Officer  
Administrative Support Officer

\* *Denotes non-attendance.*

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(19.00)

**285. [OPEN FORUM](#)**

There were 2 members of the public present, who did not speak.

**286. [APOLOGIES FOR ABSENCE](#)**

An apology was accepted for:

| Name of Councillor | Reason for absence  |
|--------------------|---------------------|
| David Eggleton     | Personal commitment |

**287. [SUBSTITUTES](#)**

It was noted that Councillor de Souza was substituting for Councillor David Eggleton.

**288. DECLARATIONS OF INTEREST**

Councillors Janice Henwood and Tofojjul Hussain declared “That as an elected member of the Mid Sussex District Council Planning Committee, any views that I express today, may be altered at a later time following advice or reports from the Planning Officers, representations or other material factors that come to my attention.

I declare that as an elected member of the Mid Sussex District Council Licencing Committee, any views that I express today, may be altered at a later time following advice or reports from the licencing officers, representations or other material factors that come to my attention.”

Councillor John Orchard declared a personal interest in DM/24/2988 as he knew the applicant.

Councillors Matthew Cornish and Cedric De Souza declared an interest in DM/24/2288 as Trustees of Park Centre and stepped out of the room during this item.

**289. CHAIRMAN'S ANNOUNCEMENTS**

There were none.

**290. MINUTES**

The Minutes of the meeting of the Planning Committee held on **Monday 9 December 2024**, having been previously circulated, were **AGREED** and signed by the Chairman as a correct record.

**291. TOWN & COUNTRY PLANNING ACT 1990 - PLANNING APPLICATIONS**

Applications (as set out in the accompanying schedule) under the Town & Country Planning Act 1990, received by Mid Sussex District Council and forwarded for observations since **Monday 9 December 2024**, were considered.

**292. TOWN AND COUNTRY PLANNING ACT 1990 – SECTION 78 APPEAL**

Notification had been received that an appeal had been made to the Planning Inspectorate for DM/23/3112 - Hambrook School, Appeal Ref: AP/24/0061.

**RESOLVED** that The Committee resolved to await a copy of the Appeal Decision from Mid Sussex District Council.

**293. LICENSE APPLICATIONS**

**LI/24/1837** A license variation application had been received for The Six Gold Martlets, 49 - 51 Church Walk, RH15 9BQ.

As Representations were needed to be made by 1/1/2025, a delegated decision was made via the Chief Executive in consultation with the Chair and Vice Chair.

**RESOLVED** The Committee noted the delegated decision.

**LI/24/1899** A license minor variation application had been received for Co-op Sheddingdean, Unit 5 Maple Drive, RH15 8UA

**RESOLVED** the Committee supported the application.

**Meeting terminated at 19.41 hours.**

## OBSERVATIONS

**Parish: Burgess Hill**

**Ward: Burgess Hill - Meeds and Hammonds**

DM/24/2288

Location: Park Centre 60 Park Road Burgess Hill West Sussex  
Desc: Refurbishment and upgrade of the existing buildings including window replacement, new roof insulation, structural alterations. New extension on both sides of the existing main building. New Bin and bike storage at front and a new covered outdoor area at the rear and landscaping.

Agent: Aurelie Tauziet, Grummitt Wade Mason Unit 3, Tungsten Building George Street Brighton BN41 1RA

Applicant: Park Centre Burgess Hill CIO  
Park Centre 60 Park Road Burgess Hill West Sussex RH15 8ET

Case Officer: Andrew Horrell

App. Type: Full Application

**RECOMMENDATION: Recommend Refusal.** The Committee commented that they were aware this application was to be resubmitted and they looked forward to receiving amended plans. However, on the current plan they raised the following concerns;

District plan;  
DP24 Leisure and Cultural Facilities and Activities  
DP26 Character and Design  
DP35 Conservation Areas

Design guide;  
DG49 General principles for extensions  
DG53 Principles for conversions of traditional buildings with heritage value

Neighbourhood plan;  
Policy H1 Protecting and Enhancing Heritage Assets and Conservation Areas  
Policy H3 Protect Areas of Townscape Value

The Committee also noted the concerns from conservation officer.

Councillors Janice Henwood and Tofojjul Hussain abstained as members of the District Planning Committee.

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**Parish: Burgess Hill****Ward: Burgess Hill - Meeds and Hammonds**

DM/24/2886

Location: 49 Holmesdale Road Burgess Hill West Sussex RH15 9JP  
Desc: Proposed demolition of existing detached garage and erection of multi-purpose single storey detached outbuilding, with all uses to be incidental to the established and continued C3 Use.  
Agent: Mr James Smith  
Just Plans Ltd 107 Willow Way Hurstpierpoint BN6 9TQ  
Applicant: Ms Julie Harvey  
49 Holmesdale Road Burgess Hill West Sussex RH15 9JP  
Case Officer: Hamish Evans  
App. Type: Householder Application

**RECOMMENDATION: Recommend Approval.** The Committee regret the loss of a garage.

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**Parish: Burgess Hill****Ward: Burgess Hill - Franklands**

DM/24/2909

Location: 12 Churchill Way Burgess Hill West Sussex RH15 0ES  
Desc: Demolition of detached garage and provision of two storey side/rear extension and associated alterations.  
Agent: Mr G Middle, L M Associates Clocktower House 6 Lewes Road  
Lindfield RH16 2LH  
Applicant: Mr R Connaughton  
12 Churchill Way Burgess Hill West Sussex RH15 0ES  
Case Officer: Rachel Richardson  
App. Type: Householder Application

**RECOMMENDATION: Recommend Approval.** The Committee regret the loss of a garage.

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**Parish: Burgess Hill****Ward: Burgess Hill - Franklands**

DM/24/2925

Location: 42 Ferndale Road Burgess Hill West Sussex RH15 0HG  
Desc: T1 Thuja Conifer Tree - Fell.  
Applicant: Matthew Pomfret  
42 Ferndale Road Burgess Hill West Sussex RH15 0HG  
Case Officer: Emma Rivett  
App. Type: Trees in a Conservation Area

**RECOMMENDATION: Objections.** The Committee were unable to pass comment due to the lack of an arboricultural report.

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**Parish: Burgess Hill****Ward: Burgess Hill - Leylands**

DM/24/2950

Location: Land To Rear 88 Petworth Drive Burgess Hill West Sussex RH15 8JY

Desc: Oak trees x3- reduce branches overhanging back garden by no more than 3 metres.

Applicant: Mrs Marian Chappell  
88 Petworth Drive Burgess Hill West Sussex RH15 8JY

Case Officer: Irene Fletcher

App. Type: Tree Surgery

**RECOMMENDATION: No Objections.**

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**Parish: Burgess Hill****Ward: Burgess Hill - Franklands**

DM/24/2073

Location: 3 Winkhurst Way Burgess Hill West Sussex RH15 0RU

Desc: 3 x silver birch trees. Cut back to previous cutting points

Applicant: Ms Jacqui Irwin  
3 Winkhurst Way Burgess Hill West Sussex RH15 0RU

Case Officer: Irene Fletcher

App. Type: Tree Surgery

**RECOMMENDATION: No Objections.**

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**Parish: Burgess Hill****Ward: Burgess Hill - Victoria**

DM/24/2959

Location: Mabels Emporium 10 Victoria Way Burgess Hill West Sussex

Desc: Two storey rear extension and proposed Gym use on ground and first floor.

Agent: Kishan Ganatra, KG Plan and Design Ltd 4 Herald Way Bricket Wood St Albans AL2 3FJ

Applicant: AJ Singh Real Estate  
10 Victoria Way Burgess Hill West Sussex RH15 9NF

Case Officer: Stefan Galyas

App. Type: Full Application

**RECOMMENDATION: Recommend Refusal.** The Committee stated there was a lack of documentation and evidence, which was required to make a decision, but raised the following concerns;

District plan;  
DP21 Transport  
DP29 Noise, Air and Light Pollution  
DP39 Sustainable Design and Construction  
DP41 Flood Risk and Drainage

They also raised concern about the of fire exits and fire safety and requested an acoustic assessment was completed.

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**Parish: Burgess Hill****Ward: Burgess Hill - Victoria**

DM/24/2970

Location: Capital Hair And Beauty Unit A Consort Way Burgess Hill  
Desc: Construction of new commercial building within classes E(g), B2 and B8.  
Agent: Mr Peter Quincey, PGQ Property Consulting Ltd  
Applicant: Mr Peter Vans Agnew, Capital Hair and Beauty Limited  
Crowhurst Corner Crowhurst Road Brighton BN1 8AP  
Case Officer: Joanne Fisher  
App. Type: Full Application

**RECOMMENDATION: Recommend Approval.** The Committee did however express concerns about flood risks and access.

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**Parish: Burgess Hill****Ward: Burgess Hill - Franklands**

DM/24/2979

Location: Tree Adjacent To 2 Willowhurst Burgess Hill West Sussex RH15 0XT  
Desc: T3 - Monterey Cypress Reduce height of weakened remaining stem to the South, by 4m (to same level of North Stem that was previously snapped in storm from 16m to 12m).  
Agent: Mr Paul Tulley, Greensmiths Limited 19 Stanford Acre Littlehampton BN17 7FN  
Applicant: Potters Kiln Residents Management Co Ltd  
Willowhurst Development Burgess Hill West Sussex RH15 0XT  
Case Officer: Irene Fletcher  
App. Type: Tree Surgery

**RECOMMENDATION: No Objections.**

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**Parish: Burgess Hill****Ward: Burgess Hill - St Andrew's**

DM/24/2988

Location: 89 Janes Lane Burgess Hill West Sussex RH15 0QP  
Desc: Proposed pitched roof dormer to North/Rear elevation.  
Agent: Mr Stuart Beckett  
Beckett Architectural and Consultancy Services Ltd 53 Bramble Gardens Burgess Hill West Sussex RH15 8UQ  
Applicant: Mr S Jones  
89 Janes Lane Burgess Hill West Sussex RH15 0QP  
Case Officer: Caroline Grist  
App. Type: Householder Application

**RECOMMENDATION: Recommend Approval.**

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**Parish: Burgess Hill****Ward: Burgess Hill - St Andrew's**

DM/24/3044

Location: Ote Hall Farm Janes Lane Burgess Hill West Sussex  
Desc: Discharge of planning condition no 4 in relation to planning application DM/21/3607  
Agent: Mr J Johnson, Crowther Associates LLP 100-101 Queens Road Lower Ground Floor Brighton BN1 3XF  
Applicant: Ote Hall Farm, C/o Agent  
Case Officer: Joseph Swift  
App. Type: Approval of Detail reserved by condition

**RECOMMENDATION: Recommend Approval.**

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**Parish: Burgess Hill****Ward: Burgess Hill - Meeds and Hammonds**

DM/24/2542

Location: JD Wetherspoon Plc Six Gold Martlets 49 - 51 Church Walk Burgess Hill  
Desc: Variation of Condition 1 of planning application DM/24/1708 to allow use of pavement café between the hours of 0800 to 2200 every weekday to correspond with Pavement Licence issued on 03.10.2024.  
Applicant: Miss Emma Fallon, J D Wetherspoon Plc Wetherspoon House Reeds Crescent Watford WD24 4QL  
Case Officer: Anna Tidey  
App. Type: Removal/Variation of Condition

**RECOMMENDATION: Recommend Approval.**

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**Parish: Burgess Hill****Ward: Burgess Hill - Dunstall**

DM/24/2773

Location: Grasmere Malthouse Lane Burgess Hill West Sussex  
Desc: T1 - Oak, fell. Please note amended address.  
Agent: Mr Nelson Smith, Tree Surgeon 10 Bedelands Caravan Park Valebridge Road Burgess Hill RH15 8AU  
Applicant: Mr Anthony Brotherton  
Grasmere Malthouse Lane Burgess Hill RH15 9XA  
Case Officer: Irene Fletcher  
App. Type: Tree Surgery

**RECOMMENDATION: No Objections.**

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**Parish: Burgess Hill****Ward: Burgess Hill - Franklands**

DM/24/2804

Location: 4 Folders Close Burgess Hill West Sussex RH15 0TA  
Desc: (T1) Quercus Rober (English Oak) - Reduce crown by 2-2.5m and remove all dead wood  
Agent: Mr Antony Geer  
AG Garden and Tree 16 Capenors Burgess Hill RH15 9QL  
Applicant: C/O Agent  
Case Officer: Irene Fletcher  
App. Type: Tree Surgery

**RECOMMENDATION: No Objections.**

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**Parish: Burgess Hill****Ward: Burgess Hill - Meeds and Hammonds**

DM/24/3026

Location: 20 Grove Road Burgess Hill West Sussex RH15 8LF  
Desc: Proposed garage/outbuilding.  
Agent: Miss Claire Townsend, CAT Architectural Services 76 Hawth Park Road Seaford BN25 2RQ  
Applicant: Daniel And Jill Williams  
16 Grove Road Burgess Hill West Sussex RH15 8LF  
Case Officer: Stefan Galyas  
App. Type: Householder Application

**RECOMMENDATION: Recommend Approval.**

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**Parish: Burgess Hill****Ward: Burgess Hill - St Andrew's**

DM/24/3054

Location: Pollards Farm Ditchling Road Ditchling Common Ditchling  
Desc: Prior approval is sought for a change of use of the barn to a 4-bedroom house (C3).  
Agent: Stickland Wright Ltd  
23 Vine Street Brighton BN1 4AG  
Applicant: DIM South Ltd  
168 Church Road Hove BN3 2DL  
Case Officer: Caroline Grist  
App. Type: Prior Not. - Agricultural to Dwelling

**RECOMMENDATION: Recommend Approval.**

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**Parish: Burgess Hill****Ward: Burgess Hill - Meeds and Hammonds**

DM/24/3056

Location: 5 Bulbeck Close Burgess Hill West Sussex RH15 9RG  
Desc: Proposed garage conversion for use as a home office and additional storage, replacing existing garage door with new french doors  
Agent: Mr Roger Stanley-Smith  
26 Macdonald Parade Whitstable Kent CT5 4SL  
Applicant: Mr Kenneth Williams  
5 Bulbeck Close Burgess Hill West Sussex RH15 9RG  
Case Officer: Anna Tidey  
App. Type: Householder Application

**RECOMMENDATION: Recommend Approval.** The Committee regretted the loss of a garage.

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**Parish: Burgess Hill****Ward: Burgess Hill - Leylands**

DM/24/3087

Location: Hambrook School Marle Place 171 Leylands Road Burgess Hill  
Desc: Fraxinus Excelsior (European Ash) - fell and remove stump  
Applicant: Dominic Fairhurst  
Hambrook School Marle Place 171 Leylands Road Burgess Hill  
West Sussex RH15 8HY  
Case Officer: Emma Rivett  
App. Type: Tree Surgery

**RECOMMENDATION: Objections.** The Committee were unable to pass comment due to the lack of an arboricultural report.