



Oaklands Road
Haywards Heath
West Sussex
RH16 1SS

Switchboard: 01444 458166
DX 300320 Haywards Heath 1
Email: servicesupport@midsussex.gov.uk
www.midsussex.gov.uk

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

Borde Hill Estate

Address Line 1

Borde Hill Lane

Address Line 2

Address Line 3

West Sussex

Town/city

Haywards Heath

Postcode

RH16 1XP

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

Easting (x)

532372

Northing (y)

126441

Description

Great Bentley Plantation, Borde Hill Lane, Haywards Heath

Applicant Details

Name/Company

Title

Mr.

First name

Alex

Surname

Goddard

Company Name

Arley Hill Ventures

Address

Address line 1

c/o Agent

Address line 2

Address line 3

c/o Agent

Town/City

County

Country

c/o Agent

Postcode

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Contact Details

Primary number

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

BN43 5QA

Contact Details

Primary number

***** REDACTED *****

Secondary number

***** REDACTED *****

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:

Borde Hill House

Number:

Suffix:

Address line 1:

Borde Hill Lane

Address Line 2:

Town/City:

Haywards Heath

Postcode:

RH16 1XP

Date notice served:

14/02/2025

Description of Your Proposal

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

THE PROVISION OF 5 NO. SELF-CONTAINED HOLIDAY LODGES. CONVERSION OF AN EXISTING STRUCTURE TO PROVIDE A NEW RECEPTION BUILDING. (AMENDED PLANS RECEIVED 15/02/2024 TO INCLUDE THE REMOVAL OF THE NEW ACCESS).

Reference number

DM/23/3218

Date of decision

15/05/2024

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

Remove the last sentence of the planning permission description, which reads: '(AMENDED PLANS RECEIVED 15/02/2024 TO INCLUDE THE REMOVAL OF THE NEW ACCESS).

Please state why you wish to make this amendment

Please refer to the attached covering letter ('Planning Statement') for further details in this respect.

Are you intending to substitute amended plans or drawings?

- ☐ Yes
- ☒ No

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

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

***** REDACTED *****

First Name

***** REDACTED *****

Surname

***** REDACTED *****

Reference

DM/25/0251

Date (must be pre-application submission)

12/02/2025

Details of the pre-application advice received

I have had to make this application [DM/25/0251] invalid as it has been brought to my attention that the description associated with the original planning permission, DM/23/3218, contains reference to specific plans (see underline element below).
'The provision of 5 no. self-contained holiday lodges. Conversion of an existing structure to provide a new reception building. (Amended plans received 15/02/2024 to include the removal of the new access)'
The inclusion of such wording within the operative part of the development (the description) precludes the use of s73 and this was clarified in a recent High Court ruling. As such this application in its current form should not be validated.
Please submit a s96A Non Material Amendment Application to amend the description of the original application, to vary the description to remove the wording in the brackets.

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

Claire Rodway

Date

14/02/2025