

MINUTES of the PLANNING COMMITTEE
Held in the Council Chamber
on **Monday 3 June 2024**

Present: David Eggleton Chairman
Janice Henwood Vice Chairman

Graham Allen*
Diane Black
Matthew Cornish
Tofojjul Hussain
John Orchard

Also Present: Anne Eves
Peter Williams

* *Denotes non-attendance.*

(19.00)

191. OPEN FORUM

One member of the public was present.

192. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Graham Allen.

193. SUBSTITUTES

Councillor Anne Eves substituted for Councillor Graham Allen.

194. DECLARATIONS OF INTEREST

Councillors Eves, Henwood and Hussain advised that with regard to any comment(s) they may make on any planning application on tonight's agenda, they reserved the right to alter their views on any application and submission should it come before the Mid Sussex District Council Planning Committees, following reading the planning officer's report, considering any verbal update the planning officer may provide and taking into account the views expressed by other members or members of the public at that meeting.

Councillor Orchard declared an interest in DM/24/1156 as he knew the applicant, and in DM/24/1232 as he knew the agent.

Councillor Eggleton declared an interest in DM/24/0710 as he knew the applicant.

195. [CHAIRMAN'S ANNOUNCEMENTS](#)

Notification had been received from Cornerstone of a pre-planning, planning consultation for:

PROPOSED BASE STATION INSTALLATION AT CORNERSTONE 30869000 JUNCTION OF CHARLES AVENUE & ALBERT DRIVE SW, VICTORIA BUSINESS PARK, BURGESS HILL, RH15 9TQ. NGR: E: 530007 N: 118562

As part of Cornerstone's continued network improvement program, there was a specific requirement for a radio base station at this location to provide improved technical provisions, greater capacity and coverage in the area.

RESOLVED that:

The Committee raised no objection to the application.

196. [MINUTES](#)

The Minutes of the meeting of the Planning Committee held on **Monday 13 May** 2024, having been previously circulated, were **AGREED** and signed by the Chairman as a correct record.

197. [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 6 May 2024, were considered.

198. [LICENCE APPLICATIONS](#)

LI/24/0565 - A license application has been received for Top House, Keymer Road, Burgess Hill, West Sussex, RH15 0AD.

RESOLVED that:

No Objection.

199. [Meeting terminated at 19:47 hours.](#)

OBSERVATIONS

Parish: Burgess Hill

Ward: Burgess Hill - Meeds and Hammonds

DM/24/0710

Location: 129 Chanctonbury Road Burgess Hill West Sussex RH15 9HE
Desc: Removal of single skin pent roof porch and erection of proposed new porch.
Applicant: Mr Phil Cross
Casa Louca 3 Alexandra Road Burgess Hill RH15 0EP
Case Officer: Peter Davies
App. Type: Householder Application

RECOMMENDATION: Recommend Approval.

Parish: Burgess Hill

Ward: Burgess Hill - Dunstall

DM/24/1011

Location: 3 The Oaks Burgess Hill West Sussex RH15 9XP
Desc: T1 and T2 (4 Oak trees) - Reduce the lateral and over hanging branches by approx 3- 4 metres. T1 and T2 (4 Oak trees) - Crown thin (trimmed) by 4-5 metres. X1 Oak tree (T3) - fell
Applicant: Samantha Lovett
3 The Oaks Burgess Hill West Sussex RH15 9XP
Case Officer: Irene Fletcher
App. Type: Tree Surgery

RECOMMENDATION: No Objection to T1 and T2. Objection to T3 due to the lack of an arboricultural report.

Parish: Burgess Hill

Ward: Burgess Hill - Dunstall

DM/24/1086

Location: 23 Woodpecker Crescent Burgess Hill West Sussex RH15 9XY
Desc: Proposed two storey side extension.
Agent: Mr Christopher Jones
Jones Projects Architectural Hollytree House Cuckfield Road Burgess Hill Rh15 8RE
Applicant: Mr and Mrs Stokes
23 Woodpecker Crescent Burgess Hill West Sussex RH15 9XY
Case Officer: Deborah Lynn
App. Type: Householder Application

RECOMMENDATION: Recommend Approval. The Committee regretted the loss of a garage and noted the concerns of the residents at number 22.

Parish: Burgess Hill

Ward: Burgess Hill - Franklands

DM/24/1121

Location: 15 Barnden Close Burgess Hill West Sussex RH15 0TF
Desc: Hornbeam (T10) - Reduce crown by 2-3m. Hornbeam (T11) - Reduce crown by 2-3m. Large Beech tree (T12) - fell to ground level. X3 Ash trees (G1) - Reduce two by 2.5m and fell one Ash tree with advanced dieback.
Agent: Mrs Angela Tudor
Gristwood And Toms Limited Unit 12 The Beacon Solar Way
Solstice Park Amesbury SP4 7SZ
Applicant: Caroline Dale
Clarion Housing Level 6 6 More London Place Tooley Street
London SE1 2DA
Case Officer: Irene Fletcher
App. Type: Tree Surgery

RECOMMENDATION: Objection. The Committee expressed concern over the lack of an arboricultural report.

Parish: Burgess Hill

Ward: Burgess Hill - Leylands

DM/24/1127

Location: 33 Noel Rise Burgess Hill West Sussex RH15 8BW
Desc: Demolition of existing rear extension and proposed erection of a single storey rear extension and extension of existing front and rear dormers at first floor
Applicant: Mr Paul Howes
33 Noel Rise Burgess Hill West Sussex RH15 8BW
Case Officer: Caroline Grist
App. Type: Householder Application

RECOMMENDATION: The Committee noted the application. The Committee noted the presence of a sewer running beneath the gardens in Noel Rise and noted the concerns of the residents at 1 Blackhouse Lane, regarding boundary issues and concerns regarding subsidence.

Parish: Burgess Hill

Ward: Burgess Hill - Meeds and Hammonds

DM/24/1155

Location: 35 Crescent Road Burgess Hill West Sussex RH15 8EH
Desc: Willow Tree (T1) - Fell
Applicant: Mr A Tester
35 Crescent Road Burgess Hill West Sussex RH15 8EH
Case Officer: Emma Rivett
App. Type: Trees in a Conservation Area

RECOMMENDATION: Objection. The Committee expressed concern over the lack of an arboricultural report.

Parish: Burgess Hill

Ward: Burgess Hill - Dunstall

DM/24/0585

Location: St Pauls Catholic College Jane Murray Way Burgess Hill West Sussex

Desc: Installation of new air source heat pumps to replace the existing defective gas fired boilers at the school including acoustic fencing/ enclosure and gates.

Agent: Barker Associates

Barker Associates (Essex) Limited Majesty House Avenue West Skyline A120 Braintree CM77 7AA

Applicant: Mrs Vanessa Milne
St Pauls Catholic College Jane Murray Way Burgess Hill West Sussex RH15 8GA

Case Officer: Caroline Grist

App. Type: Full Application

RECOMMENDATION: Recommend Approval.

Concerns were raised regarding the relatively low power of the heat pump being used. It was agreed that Councillor Eggleton would contact the relevant County Councillor.

Parish: Burgess Hill

Ward: Burgess Hill - Franklands

DM/24/1029

Location: Fairlawn Cottage 2 Ferndale Road Burgess Hill West Sussex

Desc: Beech tree reduce branches by 2.5 m.

Applicant: Angela Veitch

Fairlawn Cottage 2 Ferndale Road Burgess Hill West Sussex RH15 0HG

Case Officer: Emma Rivett

App. Type: Trees in a Conservation Area

RECOMMENDATION: No Objection.

Parish: Burgess Hill

Ward: Burgess Hill - Meeds and Hammonds

DM/24/1156

Location: 54 Park Road Burgess Hill West Sussex RH15 8ET

Desc: G1 Group of lime trees - re-pollard. T2 and T3 Conifers - reduce by no more than 3.5 meters. G2 Conifers - reduce by no more than 3.5 meters. T4 Chestnut – re-pollard.

Agent: Mr Drew Curran

Drew Curran Tree Services 35 Hillside Road Storrington West Sussex RH20 3LZ

Applicant: Mr Clive Hanwell

54 Park Road Burgess Hill West Sussex RH15 8ET

Case Officer: Emma Rivett

App. Type: Trees in a Conservation Area

RECOMMENDATION: No Objection.

Parish: Burgess Hill

Ward: Burgess Hill - St Andrew's

DM/24/1174

Location: 138 Junction Road Burgess Hill West Sussex RH15 0PZ

Desc: Proposed dropped kerb.

Applicant: Mr Cloud Warnakulasuriya P F

138 Junction Road Burgess Hill West Sussex RH15 0PZ

Case Officer: Peter Davies

App. Type: Householder Application

RECOMMENDATION: The Committee noted the application. The Committee expressed concern regarding the impact the application would have on the specific section of Junction Road, with other drop kerbs in place. The Committee expressed concern that the application would restrict the pedestrian right of way and essentially increase the width of the carriageway.

Parish: Burgess Hill

Ward: Burgess Hill - Franklands

DM/24/1189

Location: Littlewick Meadow Woodwards Close Burgess Hill West Sussex

Desc: Oak Tree (T6) - Removal of 2-3 metres from the south west, south east and north facing limbs

Applicant: Mr Jeremy Batte

Littlewick Meadow Woodwards Close Burgess Hill West Sussex
RH15 0DS

Case Officer: Irene Fletcher

App. Type: Tree Surgery

RECOMMENDATION: No Objection.

Parish: Burgess Hill

Ward: Burgess Hill - Franklands

DM/24/1201

Location: 15 Burdocks Drive Burgess Hill West Sussex RH15 0HJ

Desc: Proposed rear facing dormer as part of loft conversion

Agent: Mr John Sergi

Sussex Architectural Services Wicket View Cuckfield Lane
Warninglid RH17 5UB

Applicant: Mr Stuart Murray

15 Burdocks Drive Burgess Hill West Sussex RH15 0HJ

Case Officer: Peter Davies

App. Type: Lawful Development Certificate – Proposed

RECOMMENDATION: The Committee noted the application.

Parish: Burgess Hill

Ward: Burgess Hill - Meeds and Hammonds

DM/24/1210

Location: 36 Park Road Burgess Hill West Sussex RH15 8ET

Desc: Oak Tree (T1) and Chestnut (T2) Reduce back to former cut points.

Applicant: Mrs Norma Phelan

36 Park Road Burgess Hill West Sussex RH15 8ET

Case Officer: Emma Rivett

App. Type: Trees in a Conservation Area

RECOMMENDATION: No Objection.

Parish: Burgess Hill

Ward: Burgess Hill - Franklands

DM/24/0340

Location: Brendon Woodwards Close Burgess Hill West Sussex

Desc: Demolish existing garage and replace with single storey extension to form an annexe ancillary to the main dwelling. Proposed double storey side extension. Proposed porch extension. AMENDED PLANS received 23/5/2024 changing layout of annexe, setting frontage of single storey side extension back from front of main house, re-positioning the door to serve the annexe.

Agent: Mr Michael Alderton

Hunters View Hamsey Road BArcombe BN8 5TG

Applicant: Mr Ben and Mrs Nicky Souter

Brendon Woodwards Close Burgess Hill West Sussex RH15 0DS

Case Officer: Joanne Fisher

App. Type: Householder Application

RECOMMENDATION: Recommend Approval.

Parish: Burgess Hill

Ward: Burgess Hill - Meeds and Hammonds

DM/24/1153

Location: Neyo Dental Specialists 24 Church Road Burgess Hill West Sussex

Desc: Proposed signage to include 3 fascia, 1 projecting and 2 hoardings.

Agent: Mr Christopher Jones

Hollytree House Cuckfield Road Burgess Hill RH15 8RE

Applicant: Mr Neil Woodhouse and Yogesh Wadher

Neyo Dental Specialists 24 Church Road Burgess Hill West Sussex RH15 9AE

Case Officer: Katherine Williams

App. Type: Advertisement Application

RECOMMENDATION: Recommend Approval.

Parish: Burgess Hill

Ward: Burgess Hill - Leylands

DM/24/1187

Location: 41 St Johns Avenue Burgess Hill West Sussex RH15 8HJ

Desc: Hawthorn - Fell and replace.

Applicant: Mr Duddridge

41 St Johns Avenue Burgess Hill West Sussex RH15 8HJ

Case Officer: Irene Fletcher

App. Type: Tree Surgery

RECOMMENDATION: Objection. The Committee expressed concern over the lack of an arboricultural report.

Parish: Burgess Hill

Ward: Burgess Hill - St Andrew's

DM/24/1232

Location: 2 Janes Close Burgess Hill West Sussex RH15 0QH

Desc: Proposed two storey side extension and single storey front extension, all to match the existing dwelling.

Agent: Mr Stuart Beckett

Beckett Architectural & Consultancy Services Ltd 53 Bramble Gardens Burgess Hill RH15 8UQ

Applicant: Mr and Mrs S Farrant

2 Janes Close Burgess Hill West Sussex RH15 0QH

Case Officer: Andrew Horrell

App. Type: Householder Application

RECOMMENDATION: Recommend Approval. The Committee noted concern over a lack of car parking space for the property.

Parish: Burgess Hill

Ward: Burgess Hill - Franklands

DM/24/1244

Location: 7 Inholmes Park Road Burgess Hill West Sussex RH15 0JJ

Desc: Demolition of existing shed and erection of a detached outbuilding for use as a golf simulator ancillary to main dwelling

Agent: Mr Tim Brookman

Acre Planning Limited 37 Acre Street Stroud GL5 1DR

Applicant: Mr C Lake

7 Inholmes Park Road Burgess Hill West Sussex RH15 0JJ

Case Officer: Hamish Evans

App. Type: Householder Application

RECOMMENDATION: Recommend Approval.

Parish: Burgess Hill

Ward: Burgess Hill - Leylands

DM/24/1245

Location: 17 St Wilfrids Road Burgess Hill West Sussex RH15 8BE
Desc: Loft conversion comprising hip to gable, rear dormer and front Velux. Proposed porch
Agent: Mr Russell Wooden
Eleven Folders Close Burgess Hill RH15 0TA
Applicant: Mr Graham Alderson-Jenkins
17 St Wilfrids Road Burgess Hill West Sussex RH15 8BE
Case Officer: Andrew Horrell
App. Type: Lawful Development Certificate – Proposed

RECOMMENDATION: The Committee noted the application.

Parish: Burgess Hill

Ward: Burgess Hill - St Andrew's

DM/24/1260

Location: 34 The Vineries Burgess Hill West Sussex RH15 0NF
Desc: Single storey side extension.
Agent: Mrs Kelly McNally
KM Architecture 46 Valebridge Drive Burgess Hill West Sussex
RH15 0RW
Applicant: Mr B East
34 The Vineries Burgess Hill West Sussex RH15 0NF
Case Officer: Peter Davies
App. Type: Householder Application

RECOMMENDATION: Recommend Approval.

Parish: Burgess Hill

Ward: Burgess Hill - St Andrew's

DM/24/1271

Location: 9 Mansion Close Burgess Hill West Sussex RH15 0NT
Desc: 1 x T22 Hornbeam - Crown reduction by 2m and crown thinning by 15-20% to avoid the tree touching the property, to restore daylight to upper rooms and conservatory and to reduce excessive shading to the garden.
Applicant: Mr Paul Williams
9 Mansion Close Burgess Hill West Sussex RH15 0NT
Case Officer: Irene Fletcher
App. Type: Tree Surgery

RECOMMENDATION: No Objection.

Parish: Burgess Hill

Ward: Burgess Hill - Meeds and Hammonds

DM/24/1282

Location: 5 Hammonds Gardens Burgess Hill West Sussex RH15 9QN

Desc: T1 Ash - Reduce height by up to 2.5m, reduce eastern side of crown by 2m, reduce remaining side of crown by 1m. T2 Oak - Reduce height by 3m, reduce sides of crown by up to 2m.

Agent: Mrs Madeline Taig

Connick Tree Care New Pond Farm Depot Woodhatch Road Reigate RH2 7QH

Applicant: Mrs A Bower

5 Hammonds Gardens Burgess Hill West Sussex RH15 9QN

Case Officer: Irene Fletcher

App. Type: Tree Surgery

RECOMMENDATION: No Objection.

Parish: Burgess Hill

Ward: Burgess Hill - Victoria

DM/23/2525

Location: Shell Burgess Hill Service Station 173 London Road Burgess Hill

Desc: Side forecourt shop extension to accommodate a new food to go area and seating use class, improved parking, relocated jet wash and associated forecourt adjustments. Description amended 08.03.2024 to include hot food takeaway use (sui generis). Flood Risk Assessment and amended plans received 22.02.2024 showing revised siting of jet wash. Tree Report received 06.03.2024. Further details and amended plans received 08.05.2025 to include extraction system. Noise Impact Assessment received 24.05.2024.

Agent: Jackie Ford

JMS Planning Build Studios 203 Westminster Bridge Road London, SE1 7FR

Applicant: Motor Fuel Group Limited

10 Bricket Road St Albans AL1 3JX

Case Officer: Deborah Lynn

App. Type: Full Application

RECOMMENDATION: Recommend Refusal.

The Committee stated that the application contravened the following:

Mid Sussex District Plan:

DP21 – Transport, due to inadequate parking for the proposed development.

DP26 – Character and Design, due to the detrimental impact on the neighbourhood.

DP29 – Noise, Air and Light Pollution.

The Committee expressed concern regarding overbearing development and recommended that the hot food takeaway have an earlier closing time.
