

**WORTH PARISH COUNCIL**

Planning & Highways  
Committee Meeting

Meeting Pack

24<sup>th</sup> January 2022

To: Members of the Planning and Highways Committee.

## **Notice of Meeting**

You are hereby summoned to the **Planning and Highways Committee** meeting of Worth Parish Council, Monday, on **10<sup>th</sup> January 2022, after the GP & Finance meeting.** **In the Main Hall, Cophorne Jubilee Pavilion, Cophorne Bank, Cophorne, RH10 3JH** where the following business will be considered and transacted. Please be aware, that attendees may be required to take extra precautions on entry to the building to ensure that the meeting is Covid compliant. Masks are to be worn until you are seated.

Mrs J. Nagy  
Clerk to the Council

## **AGENDA**

- 1. Public Question Time – 15 minutes** – To receive, and act upon if considered necessary, comments made by members of the public.

Members of the Public are welcome to ask questions of the Council on matters that arise under its remit. The question should not be a statement and it would be appreciated to be kept short, to maximise the time for other questions. The chairman will call the question from those who are indicating that they wish to speak.

- 2. Apologies** – to receive and approve apologies for absence.
- 3. Declarations of Disclosable Pecuniary and Other Interests** – To receive any declarations of interest from Councillors.
- 4. Minutes** – To discuss, amend if necessary and thereafter approve the Minutes of the Planning and Highways Committee meeting held on 13<sup>th</sup> December 2021.
- 5. Chairman's Announcements** – To receive any announcements by the Chairman of the Planning and Highways Committee.
- 6. Correspondence** – To note correspondence received.
- 7. Update on Mid Sussex District Council Planning Committee meetings** – To note items relevant to Worth Parish Council on the agendas of the following Mid Sussex District Council Committees:
- a) District Planning Committee – next meeting: 20<sup>th</sup> January 2022 at 2pm.
  - b) Planning Committee – next meetings: 13<sup>th</sup> January 2022 at 4pm.
- 8. Planning Decisions from Mid Sussex District Council** – To receive and comment upon decisions made by Mid Sussex District Council, the Local Planning Authority.

	<b>Address</b>	<b>WPC</b>	<b>MDSC</b>
DM/21/2645	Little Court, Cuttinglye Lane, Crawley Down	Defer to officer	Permitted
DM/21/3291	10 Gorse Close, Cophorne, RH10 3PY	Defer to officer	Permitted

DM/21/3461	Land West of Copthorne, Copthorne Way	Defer to officer	Permitted
DM/21/3479	Copthorne Golf Club, Borers Arms Road, Copthorne, RH10 3LL	Defer to tree officer	Permitted
DM/21/3593	6 Buckley Place, Crawley Down, RH10 4JG	Defer to tree officer	Permitted
DM/21/3671	25 Beech Gardens, Crawley Down, RH10 4JB	Defer to officer	Permitted
DM/21/3740	The Anchorage, Cuttinglye Road, Crawley Down	Defer to officer	Permitted
DM/21/3810	46 Hazel Way, Crawley Down, RH10 4JS (LDC)	Defer to officer	Permitted

9. **Licencing** – To receive and note any new licencing applications.
10. **Bowers Place Parking** – To receive an update.
11. **Update on Site DPD Modifications** – To receive an update.
12. **Street Naming Phase 3 Heathy Wood** - to consider names proposed by the MSDC street naming officer, agree, or propose alternative suggestions.
13. **Updates on the Mid Sussex District Plan** - To receive and comment upon any updates in relation to the District Plan.
14. **Planning Compliance Action** – To receive a report on any actions currently being investigated by Mid Sussex District Council, and to report any possible further breaches.
15. **Highways Issues** – To discuss and make comments upon any issues relating to Highways, drainage, street names, footpaths, and public rights of way.
16. **Applications in Neighbouring Parishes** – to receive and note a list of major applications in neighbouring parishes, which may affect Worth Parish.
17. **New Planning Applications** – To consider and agree recommendations to submit to Mid Sussex District Council as the Local Planning Authority, on the following planning applications:

<b>Type 1 Applications</b>	
<b><u>DM/21/3805</u></b> Barbour Drive, Copthorne  Construction of a building falling within Use Class B8 (storage and distribution) including ancillary offices, associated hard and soft landscaping, parking, access and ancillary works.	
<b><u>DM/21/4110</u></b> Land Adjacent To 4 Grange Crescent, Crawley Down, RH10 4JU  Erection of detached bungalow.	
<b><u>DM/21/4204</u></b> 22 Knowle Drive, Copthorne, RH10 3LP  Demolition of north garage and erection of two-storey side extension on its place	
<b>Type 2 Applications</b>	
<b><u>DM/21/3005</u></b> Stables Cottage, Sandy Lane, Crawley Down, RH10 4HR  Two storey rear extension (amended plans received 20/12)	

<b><u>DM/21/4124</u></b> 11 Meadow Close, Copthorne, RH10 3RJ Construction of a 2-story side extension, a single story extension to rear and new front porch.	
<b><u>DM/21/4170</u></b> Tiltwood East, Hophurst Lane, Crawley Down, RH10 4LL Proposed double storey extension above existing ground floor - internal alteration including central courtyard infill.	
<b><u>DM/21/4242</u></b> Alford, Copthorne Bank, Copthorne, RH10 3JQ Proposed ground floor front extension and internal alterations.	
<b><u>DM/21/4246</u></b> 3 Rowan Walk, Crawley Down, RH10 4JP Single storey rear extension	LDC
<b><u>DM/21/4257</u></b> 5 Border Chase, Copthorne, RH10 3QH Extension above existing garage set back 500mm from building line.	
<b><u>DM/21/4296</u></b> Unit 4, Borers Yard, Borers Arms Road, Copthorne, RH10 3LH First floor extension over existing and two storey front extension.	
<b><u>DM/21/4330</u></b> 1 Border Chase, Copthorne, RH10 3QH Porch extension.	
<b>Tree Applications</b>	
None	

**18. Consideration of items for discussion by the Environment & Infrastructure Working Parties** – to consider and agree items to pass to the two Working Parties for discussion at their meetings, these to be put on a future Council/Committee agenda if necessary.

**19. Date of the next meeting** – Monday, 24<sup>th</sup> January after the Full Council meeting.

**ALL MEMBERS OF THE PUBLIC HAVE THE RIGHT TO ATTEND, AND ARE WELCOME AT MEETINGS**

**Worth Parish Council**  
**Minutes of the Planning and Highways Committee Meeting held on  
 13<sup>th</sup> December 2021, commencing at 7.58 pm**

**Present**

Cllr Mayor (Chairman)	Cllr Mayor
Cllr Casella	Cllr Dorey
Cllr Cruickshank	Cllr King
Cllr Phillips	Cllr Stewart

Mrs J Nagy (Clerk)

**198 Public Question Time**

The Chairman welcomed all present to the meeting. There were no members of the public present.

**199 Apologies**

Apologies were received and accepted from Cllr Anscomb, Coote, Hitchcock, Gibson and Pointer

**200 Declarations of Disclosable Pecuniary and Other Interests**

There were no declarations of pecuniary or other interests.

**201 Minutes**

It was agreed by all present that the Minutes of the Planning & Highways Committee meeting held on 29<sup>th</sup> November 2021 were true and correct record.

**202 Chairman's Announcements**

The Chairman had no announcements.

**203 Correspondence**

Proposed storage units for the Turners Hill and Crawley Down Scout Headquarters.

The Scouts have submitted a planning application for 2 permanent storage containers, the land belongs to WPC and as such the Scouts are required to serve notice of the application to the Parish Council

Councillors NOTED this information.

**204 Update on Mid Sussex District Council Planning Committee Meetings**

- a) District Planning Committee – next meeting: 16<sup>th</sup> December 2021 at 2pm. There are no agenda items pertaining to Worth Parish Council
- b) Planning Committee – next meetings: 13<sup>th</sup> January 2022 at 4pm.

Councillors NOTED this information.

**205 Planning Decisions from Mid Sussex District Council**

	<b>Address</b>	<b>WPC</b>	<b>MDSC</b>
DM/21/1969	Land West of Copthorne	Defer to officer	Approved
DM/21/2817	Herondale House, Cuttinlye Rd	Defer to officer	Refused
DM/21/3180	17 Beech Gardens, Crawley Down, RH10 4JB	Defer to officer	Permitted
DM/21/3389	85 Westway, Copthorne, RH10 3QS	Defer to tree officer	Refused
DM/21/3473	Down Park House, Turners Hill Road, Crawley Down, RH10 4HQ	Defer to officer	Permitted
DM21/3513	30, Tiltwood Drive, Crawley Down RH10 4PH	Object	Permitted

## Planning Decisions from Mid Sussex District Council (Cont)

	Address	WPC	MDSC
DM/21/3548	Devonshire House, Borers Arms Road, Copthorne, RH10 3LH	Defer to tree officer	Refused

Councillors NOTED this information.

### 206 Appeals

Appeal ref	Planning Ref	Site	Proposals	Appeal decision
AP/20/0055	DM/19/4609	Land Adj. To Thyme Cottage Sandhill Lane Crawley Down RH10 4LD	Erection of two 5no bedroom dwellings, access, landscaping and associated infrastructure.	Dismissed

Councillors NOTED this information

### 207 Licencing

There were no new licencing applications.

Councillors NOTED this information

### 208 Updates on the Mid Sussex District Plan

#### Site Allocations DPD

This document is out for consultation from 29th November to 24th January 2022, and will be considered at the next P&H meeting on January 10th 2022.

Councillors NOTED this information

### 209 Planning Compliance Action

#### The Hawthorns, Copthorne Way

The Clerk advised that she has again reported breach of condition which requires the central island of the junction to be configured so that a right turn is not possible when exiting onto the A264, with the access side not allowing right turn into the development.

Cllr Phillips will pursue the matter direct with MSDC in his role as District Councillor

Councillors NOTED this information

### 210 Highways Issues

Nothing to report.

### 211 Applications in Neighbouring Parishes

An update was circulated in the meeting pack

Councillors NOTED this information

It was noted that unauthorised work had ceased on a site off Shipley Bridge Lane, through the intervention of Tandridge District Council.

**212 New Planning Applications**

<b>Type 1 Applications</b>	
None	
<b>Type 2 Applications</b>	
<p><b><u>DM/21/3506</u></b></p> <p>Tremezzo, Vicarage Road, Crawley Down, RH10 4JJ</p> <p>Front porch and loft conversion with rear dormer and front velux window. Amended plans received 25.11.2021 showing 3 no. dormer windows proposed to rear roof slope.</p>	Defer to officer
<p><b><u>DM/21/3663</u></b></p> <p>9 Hazel Way Crawley Down RH10 4JR</p> <p>Single storey side extension and rear extension (Amended plans)</p>	Defer to officer
<p><b><u>DM/21/4119</u></b></p> <p>9 Hazel Way Crawley Down RH10 4JR</p> <p>Demolition of existing garage and proposed single storey side extension</p>	Object, as contrary to CDNP04.3 loss of existing parking.
<p><b><u>DM/21/3752</u></b></p> <p>Oaklands, 31 Church Lane, Copthorne, RH10 3QF</p> <p>Refurbishment and extension of the existing sun room and demolition of existing conservatory to be replaced by an extension to meet the extent of the back addition with first floor rear extension over the existing back addition.</p>	Defer to officer
<p><b><u>DM/21/3887</u></b></p> <p>Tamarind, Copthorne Common, Copthorne, RH10 3LF</p> <p>Remove existing rear conservatory. Erect a single storey rear extension and part first floor rear extension in the form of a balcony. First floor extension to the east elevation along with new cladding and windows</p>	Defer to officer
<p><b><u>DM/21/3955</u></b></p> <p>Horsepasture Lodge, Turners Hill Road, Turners Hill, RH10 4LZ</p> <p>Single storey conservatory extension.</p>	<p><b>CIlr King declared a personal interest in this application, as he knows the applicant; he took no part in discussion.</b></p> <p>Defer to officer</p>
<p><b><u>DM/21/4009</u></b></p> <p>Chestnut House, Sandhill Lane, Crawley Down, RH10 4LD</p> <p>Construction of outdoor swimming pool, poolhouse incorporating home gym, with associated hard and soft landscaping including sun canopy. Demolition of existing and provision of relocated timber shed for garden storage (part retrospective).</p>	Defer to officer, but request a non-severance clause for the pool house.

<p><b><u>DM/21/4021</u></b></p> <p>1, Newtown, Copthorne, RH10 3LY</p> <p>Demolition of existing rear conservatories and construction of rear glazed extension with internal alterations</p>	<p>Defer to officer</p>
<p><b><u>DM/21/4031</u></b></p> <p>2 Nursery Cottages, Turners Hill Road, Crawley Down RH10 4HG</p> <p>Ground floor rear extension with all associated works.</p>	<p>Defer to officer</p>
<p><b><u>DM/21/4055</u></b></p> <p>Ley House, Old Hollow, Copthorne, RH10 4TA</p> <p>Retrospective application for the erection of a new ancillary building with attached car port with proposed amendments to the porch canopy, following the demolition of the existing outbuildings</p>	<p>Defer to officer but request a non-severance clause.</p>
<p><b><u>DM/21/4107</u></b></p> <p>36, Akehurst Close, Copthorne, RH10 3QQ</p> <p>Single storey side and rear extension.</p>	<p>Defer to Officer</p>
<p><b><u>Tree Applications</u></b></p>	
<p><b><u>DM/21/4135</u></b></p> <p>1, Pasture Wood Close, Crawley, RH10 4AP</p> <p>T1 - Beech - T1 - Beech - Fell as close to ground level as possible.   T2 - Oak (In Offset Wall)- Reduce and reshape by 2 to 3 metres. T3 - Sweet Chestnut - Fell as close to ground level as possible.</p>	<p>Defer to tree officer, but request that replacement trees are planted to replace those that are felled.</p>

**213 Consideration of items for discussion by the Environment & Infrastructure Working Parties**

There were no items to take forward

**214 Date of the next meeting**

Monday, 10<sup>th</sup> January 2022 after the GP & Finance meeting.

*Meeting closed at 8.18pm.*

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_



## Clerk's Report

**Meeting of the Planning and Highways Committee to be held on Monday 10<sup>th</sup> January 2022, after the GP & Finance Meeting. In the Main Hall, Copthorne Jubilee Pavilion, Copthorne Bank, Copthorne, RH10 3JH where the following business will be considered and transacted. Please be aware, that attendees will be required to take extra precautions on entry to the building to ensure that the meeting is Covid compliant.**

To be considered in conjunction with the agenda for this meeting.

### **1. Public Question Time**

The Public Forum will last for a period of up to fifteen minutes during which the public are welcome to ask questions of the Council on matters that arise under its remit.

Due to restrictions of virtual meetings, members of the public have been asked to submit questions 24 hours in advance. However, additional questions will be accepted at the meeting at the Chairman's discretion.

The chairman will call the question from those who are indicating that they wish to speak and unmute their microphones to allow them to do so.

### **2. Declarations of Interest**

Members are advised to consider the agenda for the meeting and determine in advance if they may have a Personal, Prejudicial or a Disclosable Pecuniary Interest in any of the agenda items. If a Member decides they do have a declarable interest, they are reminded that the interest and the nature of the interest must be declared at the commencement of the consideration of the agenda item; or when the interest becomes apparent to them. Details of interest will be Minuted.

Where there is a Prejudicial Interest (which is not a Disclosable Pecuniary Interest) Members are reminded that they must withdraw from the meeting chamber after making representations or asking questions.

If the interest is a Disclosable Pecuniary Interest, Members are reminded that they must take no part in the discussions of the item at all; or participate in any voting; and must withdraw from the meeting chamber; unless they have received a dispensation.

**5. Chairman's Announcements** – To receive any announcements by the Chairman of the Planning and Highways Committee.

**6. Correspondence** – To note and comment on any correspondence received.

### **7. Update on Mid Sussex District Council Planning Committee meetings**

- a. District Planning Committee – next meeting: 20<sup>th</sup> January 2022 at 2pm. Agenda unavailable at the time of writing this report.
- b. Planning Committee – next meetings: 13<sup>th</sup> January 2022 at 4pm. There are no items relating to WPC on this agenda.

### **8. Planning Decisions from Mid Sussex District Council**

Ref	Address	WPC	MSDC
DM/21/2645	Little Court, Cuttinglye Lane, Crawley Down	Defer to officer	Permitted
DM/21/3291	10 Gorse Close, Copthorne, RH10 3PY	Defer to officer	Permitted
DM/21/3461	Land West of Copthorne, Copthorne Way	Defer to officer	Permitted
DM/21/3593	6 Buckley Place, Crawley Down, RH10 4JG	Defer to tree officer	Permitted
DM/21/3671	25 Beech Gardens, Crawley Down, RH10 4JB	Defer to officer	Permitted
DM/21/3740	The Anchorage, Cuttinglye Road, Crawley Down	Defer to officer	Permitted
DM/21/3810	46 Hazel Way, Crawley Down, RH10 4JS (LDC)	Defer to officer	Permitted

**9. Licencing-** To receive and note any new licencing applications.

**10. Bowers Place Parking** – to receive an update from Cllr Hitchcock.

**11. Site Allocation DPD** – The District Plan is to be considered by MSDC on 9th February 2022, following discussion at Scrutiny on 19th January 2022.

Cllr Hitchcock along with the Clerk are meeting with MSDC officers on Friday 7<sup>th</sup> January where they will be briefed on the proposed implications for WPC, including any key sites which have been identified for potential development in the WPC area.

Cllr Hitchcock will give an update at this meeting.

**12. Street Naming Phase 3 Heathy Wood** - to consider names proposed by the MSDC street naming officer, agree, or propose alternative suggestions. The list of suggested names is included in this pack.

**13. Updates on the Mid Sussex District Plan** – To receive and note upon any updates in relation to the district plan.

**14. Planning Compliance Action** - To receive a report on any actions being investigated by Mid Sussex District Council, and to report any possible further breaches.

**15. Highways Issues** – To discuss and make comments upon any issues relating to Highways, drainage, street names, footpaths and public rights of way.

**16. Applications in Neighbouring Parishes** – to receive and note a list of major applications in neighbouring parishes, which may affect Worth Parish.

#### 16. New Planning Applications

<b>Type 1 Applications</b>	
<b><u>DM/21/3805</u></b>  Barbour Drive, Copthorne  Construction of a building falling within Use Class B8 (storage and distribution) including ancillary offices, associated hard and soft landscaping, parking, access and ancillary works.	
<b><u>DM/21/4110</u></b>  Land Adjacent To 4 Grange Crescent, Crawley Down, RH10 4JU  Erection of detached bungalow.	No previous planning history at this site.
<b><u>DM/21/4204</u></b>  22 Knowle Drive, Copthorne, RH10 3LP  Demolition of north garage and erection of two-storey side extension on its place	Type 1 application due to demolition of the north garage resulting in the loss of a parking space, although the integral garage will still remain. No previous planning history.
<b>Type 2 Applications</b>	
<b><u>DM/21/3005</u></b>  Stables Cottage, Sandy Lane, Crawley Down, RH10 4HR  Two storey rear extension (amended plans received 20/12)	History - Ground floor rear extension and loft conversion. Ref. No: DM/21/0720   Status: Withdrawn.  Previously saw DM/21/3005 at 20/9/2021 P & H meeting, WPC comments were 'Defer to officer'.
<b><u>DM/21/4124</u></b>	No relevant planning history.

<p>11 Meadow Close, Copthorne, RH10 3RJ</p> <p>Construction of a 2 story side extension, a single story extension to rear and new front porch.</p>	
<p><b><u>DM/21/4170</u></b></p> <p>Tiltwood East, Hophurst Lane, Crawley Down, RH10 4LL</p> <p>Proposed double storey extension above existing ground floor - internal alteration including central courtyard infill.</p>	<p>Site History-</p> <p>Demolish existing attached garage. Proposed 2 No. five bedroom detached dwellings and detached garages. Ref. No: DM/17/0402   Status: Permission</p> <p>For 3 new detached dwellings with garage and associated amenity areas. Ref. No: DM/20/4659   Status: Permission</p> <p>Discharge conditions 2, 3, 4, 5 and 7 of DM/17/0402 Ref. No: DM/21/1369   Status: Permission</p>
<p><b><u>DM/21/4242</u></b></p> <p>Alford, Copthorne Bank, Copthorne, RH10 3JQ</p> <p>Proposed ground floor front extension and internal alterations.</p>	<p>History- Proposed detached double garage. Ref. No: DM/21/2779   Status: Permission</p>
<p><b><u>DM/21/4246</u></b></p> <p>3 Rowan Walk, Crawley Down, RH10 4JP</p> <p>Single storey rear extension</p>	<p>This is a lawful development certificate</p>
<p><b><u>DM/21/4257</u></b></p> <p>5 Border Chase, Copthorne, RH10 3QH</p> <p>Extension above existing garage set back 500mm from building line.</p>	<p>No Planning history.</p>
<p><b><u>DM/21/4296</u></b></p> <p>Unit 4, Borers Yard, Borers Arms Road, Copthorne, RH10 3LH</p> <p>First floor extension over existing and two storey front extension.</p>	<p>No previous planning history.</p>
<p><b><u>DM/21/4330</u></b></p> <p>1 Border Chase, Copthorne, RH10 3QH</p> <p>Porch extension.</p>	<p>Small front porch extension.</p>
<p><b><u>Tree Applications</u></b></p> <p>None</p>	

First World War

Vigar

~~Worsell~~

Harmer

Payne x 3 (there were 2 brothers, plus one unrelated "Payne")

Foster

Langridge

~~Arnold~~

Brunt

~~Lock~~

Dumday

Reed

Gibby

~~Maynard~~

Fuller

~~Dancy~~

Locke

Mitchell

Moore

Targett

~~Bedwell~~

Nicholson

Dryden

Second World War

Gibbs

Street (not very practical!)

Martin

~~Mordaunt-Smith~~

Barbour

Wodehouse- Eaton

~~Lamin~~

~~Wildbore~~

~~Cooke~~

Swatton

Grant

~~Thursby~~

~~Burtenshaw~~

Spread x 2 ( 2 brothers)

Harding

Langridge



## Applications in Neighbouring Parishes

10<sup>th</sup> January 2022

Parish	Planning Ref	Address	Action
Burstow	2019/548/EIA	Roundabouts Farm, Clay Hall Lane, Copthorne RH10 3JE Request for screening opinion for the Proposed Development of circa 360 residential units made up of 2, 3 and 4-bedroom detached, semi-detached and terraced houses, and potentially some 1-bedroom flats and a small amount of commercial development of circa 7,000 sqft. The properties will not exceed 3-storeys.	WPC has commented on the proposals, and asked to be kept updated  Confirmed EIA required
Burstow	2021/1829	Copthorne School, Effingham Lane, Copthorne, RH10 3HR  Installation of hard surface to access track in association with extension to hardstanding.	Decision due 13/12/21
East Grinstead	DM/21/3099	Land West Of Imberhorne Lane, Imberhorne Lane. Scoping Opinion for the proposed Mixed-use development comprising 550 dwellings, Care Village, playing fields associated with Imberhorne Secondary School, land for a 2 Form Entry Primary School (with early years provision), a local centre and strategic area of Suitable Alternative Natural Greenspace, formal and informal open space, along with residential access from Imberhorne Lane	Scoping opinion 8/10/21

Felbridge	DM/21/4140	Land South Of Crawley Down Road, Felbridge, East Grinstead, West Sussex, RH19 2PP  Screening opinion for allocation for 200 new homes within the emerging Site Allocations DPD (SA19).	Pending Consideration
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