

**WORTH PARISH COUNCIL**

**Planning & Highways Committee  
Meeting**

**Meeting Pack**

**20<sup>th</sup> February 2023**

**Issued: 14<sup>th</sup> February 2023**

**Phone: 01342 713407**  
**Email: clerk@worth-pc.gov.uk**

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, on **Monday, 20<sup>th</sup> February 2023, after the Full Council meeting** in **The South Room, The Parish Hub, Borers Arms Road, Copthorne**, where the following business will be considered and transacted.

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 6<sup>th</sup> February 2023.
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: 16<sup>th</sup> March 2023 at 2pm
  - b) Planning Committee – next meetings: 9<sup>th</sup> March 2023 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.

Ref	Address	WPC	MDSC
DM/22/1536	The Cannons, Furnace Farm Road, Furnace Wood, RH10 2	Defer to officer	Refused
DM/22/3832	Carpe Diem, Copthorne Bank, Copthorne, RH10 3JH	Defer to officer	Permitted
DM/23/0092	50 Lashmere, Copthorne, RH10 3RT	Defer to officer	Permitted

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

10. **Appeals** – To receive and note any new appeals.

- 11. National Planning Policy Framework** – To consider submitting a response to the current consultation.
- 12. 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>None</b>	
<b>Type 2 Applications</b>	
<b><u>DM/22/3735</u></b>  The Platt, Turners Hill Road, Crawley Down, RH10 4EY  Proposed new swimming pool building and tennis court within the curtilage of the current property. Arboricultural Method Statement and Tree Protection Plan received 07.02.2023.	
<b><u>DM/23/0230</u></b>  Glenwood, Lake View Road, Furnace Wood, RH19 2QE  Construction of a new extension providing additional accommodation on the ground floor and the first floor. New dormer window to the side elevation.	
<b><u>DM/23/0257</u></b>  Lake House, Cuttinglye Road, Crawley Down, RH10 4LR  Proposed alterations to the family home including roof dormer and front extension	
<b><u>DM/23/0260</u></b>  55 Forest Close, Crawley Down, RH10 4LU  Proposal to relocate the existing six-foot high wooden rear garden fence and pedestrian access gate forwards by 5.2 meters, this will bring it in line with the front of the existing garage and neighbouring property's boundary line.	
<b><u>DM/23/0287</u></b>  Sunnyhill Farm, Sunnyhill Close, Crawley Down, RH10 4GY  Proposed car port for electric vehicle and storage space.	
<b><u>DM/23/0300</u></b>  Lake House, Cuttinglye Road, Crawley Down, RH10 4LR  Single storey extensions to existing detached annexe and retention for residential use all as previously consented under reference DM/19/0129 dated 1 March 2019.	
<b><u>DM/23/0351</u></b>  Felstead, Shipley Bridge Lane, Copthorne, RH10 3JL  Garage conversion to habitable space.	
<b><u>DM/23/0377</u></b>  5 Kitsmead, Copthorne, RH10 3PN  Single storey extension to front.	
<b>Tree Applications</b>	
<b>None</b>	

- 13. 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.
- 14. Date of the next meeting** – Monday, 6<sup>th</sup> March 2023 after the GP & Finance meeting.

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

**Worth Parish Council**  
**Minutes of the Planning and Highways Committee Meeting held on**  
**6<sup>th</sup> February November 2023, commencing at 08.18 pm**

**Present**

Cllr Mayor (Chairman) Cllr Casella Cllr Dorey Cllr Gibson Cllr Williams Mrs T Cruickshank Deputy (Clerk)	Cllr King Cllr Stewart  1 Members of the public
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**241 Public Question Time**

The Chairman welcomed all present to the meeting.

Cllr Phillips attended as a member of public.

**242 Apologies**

Apologies were noted and accepted from Cllrs Coote, Cruickshank, Hitchcock and Pointer.

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

There were no declarations of disclosable or other interests.

**244 Minutes**

It was agreed by all present that the Minutes of the Planning & Highways Committee meeting held on 23<sup>rd</sup> January 2023 were true and correct record.

**245 Chairman's Announcements**

The Chairman had no announcements.

**246 Correspondence**

There was no correspondence.

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

- a) District Planning Committee – next meeting: 16<sup>th</sup> February 2023 at 2pm.
- b) Planning Committee – next meetings: 9<sup>th</sup> February 2023 at 4pm.

The Deputy Clerk advised there were no items pertaining to WPC on the 9<sup>th</sup> February agenda and the agenda for the 16<sup>th</sup> was not available.

Councillors NOTED this information.

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

	Address	WPC	MDSC
DM/22/2151	Crawley Down Village Hall, Turners Hill Road, Crawley Down	Defer to officer	Permitted
DM/22/3285	Lampson Court, Copthorne Common Road, RH10 3SL	Defer to tree officer	Permitted
DM/22/3405	30 Spring Gardens, Copthorne, RH10 3RS	Defer to tree officer	Permitted
DM/22/3437	Park House, 20a Westway, Copthorne, RH10 3QR	Defer to tree officer	Permitted
DM/22/3455	52 Bridgelands, Copthorne, RH10 3XD	Defer to tree officer	Permitted
DM/22/3678	East Lodge, Locketts Farm, Old Hollow, Copthorne, RH10 4SZ	Defer to officer	Permitted

DM/22/3679	East Lodge, Lockets Farm, Old Hollow, Copthorne, RH104SZ	Defer to officer	Permitted
DM/22/3707	Lampson Court, Copthorne Common Road, RH10 3SL	Defer to tree officer	Permitted

Councillors NOTED the decisions.

## 249 Licencing

There were no licensing applications to note.

## 250 Appeals

Reference	Address	Location	Description	Procedure	Decision	Date Decided
AP/22/0024	Land To South Of Snow Hill And Adj. To Ladymead Crawley Down West Sussex	Crawley Down	Proposed 57 bed care home including means of access and parking	Written Rep	Dismissed	26/01/2023

Cllr Gibson thought it strange that this application had been dismissed when the development for a 64 bed care home at Land East of Turners Hill Road had been recently approved.

Cllrs NOTED the appeal decision.

## 251 Southern Water

### Water Resource Management Plan

The Deputy Clerk advised Southern Water are consulting on the draft WRMP until 20 February 2023.

The committee decided not to submit a response.

## 252 Bowers Place Parking

The Deputy Clerk advised that work has started on the application for a public works loan to assist in funding the Bowers Place parking project. Part of the process is documenting community support for the project.

The Deputy Clerk and Comms have started work on a campaign to promote the project, via newsletter, website and FB.

Councillors NOTED this information.

## 253 Updates on the Mid Sussex District Plan

Cllr Gibson said that comments on the Regulation 18 Consultation were being reviewed and it was hoped to pass to the Scrutiny Committee before March.

## 254 Planning Compliance Action

The Deputy Clerk advised she had emailed MSDC enforcement team with concerns over the Prince Albert Pub, they advised this is in hand and they are aware of 'a couple of issues on this site including an untidy site'.

At the previous meeting Cllr Hodsdon speaking as a member of the public queried a change of use in Copthorne from a Hairdresser to a Cafe, the Deputy Clerk had investigated and confirmed that premises in use as a shop (Use Class E) are able to change to a café (also Use Class E), as the change of use is within the same Use Class planning permission will not normally be required.

Cllrs NOTED these updates.

## 255 Highways Issues

Cllr Dorey advised the committee that a full skip containing asbestos had been dumped in Church Lane, Copthorne.

The Deputy Clerk had been in contact with the Police and both Mid Sussex District Council and West Sussex County Council trying to arrange collection and disposal to no avail. It was suggested the next step would be to contact Environmental Health and ask for their assistance.

## 256 Applications in Neighbouring Parishes

There were no changes. The list was NOTED.

Cllr Williams asked Cllr Gibson for some explanations over DPD documents which he gave.

## 257 New Planning Applications

Type 1 Applications	
<b>None</b>	
Type 2 Applications	
<b><u>DM/23/0092</u></b>  50 Lashmere, Copthorne, RH10 3RT  Single storey rear extension.	Defer to officer.
<b><u>DM/23/0096</u></b>  Land South Of Copthorne Preparatory School Copthorne Common Road Copthorne West Sussex  Erection of metal fencing to secure a woodland education area.	Defer to the opinion of the officer.
<b><u>DM/23/0196</u></b>  Rushbrook, Snow Hill, Crawley Down, RH10 3EG  Retrospective application for the retention of existing garage building/workshop with residential annexe accommodation within roofspace.	Whilst we defer to the opinion of the officer, we would like to note our comments from planning application DM/18/0998 were we asked a non-severance clause be attached to stop the garage building becoming a dwelling. The committee also believe this application is contrary to DP15 New homes in the Countryside.
Tree Applications	
<b><u>DM/22/3827</u></b>  1 Verwood Cottages Shipley Bridge Lane Copthorne Crawley West Sussex RH10 3JL  4x Oak - reduce crowns by up to 3m and sever Ivy. 1x Oak - reduce crown height by 2.5m and crown lateral growth by 2m	Defer to the tree officer.

## 258 Consideration of items for discussion by the Environment & Infrastructure Working Parties

There were no items to bring forward.

**259 Date of the next meeting**

Monday, 20<sup>th</sup> Febraury 2023 after the Full Council meeting.

*Meeting closed at 08.52 pm.*

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

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

## **Clerk's Report**

**Meeting of the Planning and Highways Committee to be held on Monday 20<sup>th</sup> February 2023, after the Full Council Meeting. In the South Room, The Parish Hub, Bowers Arms Road, Copthorne where the following business will be considered and transacted.**

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. 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 note apologies.**

### **3. 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.

### **4. Minutes – To discuss, amend if necessary and thereafter approve the Minutes of the Planning and Highways Committee meeting held on 6<sup>th</sup> February 2023.**

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

### **6. Correspondence – No correspondence had been received at the time of writing this report.**

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

- a. District Planning Committee – next meeting: 16<sup>th</sup> March 2023 at 2pm.
- b. Planning Committee – next meetings: 9<sup>th</sup> March 2023 at 4pm



## 8. Planning Decisions from Mid Sussex District Council

Ref	Address	WPC	MSDC
DM/22/1536	The Cannons, Furnace Farm Road, Furnace Wood, RH10 2	Defer to officer	Refused
DM/22/3832	Carpe Diem, Copthorne Bank, Copthorne, RH10 3JH	Defer to officer	Permitted
DM/23/0092	50 Lashmere, Copthorne, RH10 3RT	Defer to officer	Permitted

Cllrs are asked to note the above decisions.

## 9. Licencing

There are no new licencing applications.

## 10. Appeals

Appeal ref	Planning Ref	Site	Proposals	Appeal type
AP/23/0015	DM/22/0867	Palmers Auto Tyres Centre, Turners Hill Road	Outline application for the demolition of all existing building, to be replaced with 5 dwellings	Written representation.
AP/23/0016	DM/22/2589	Palmers Auto Tyres Centre, Turners Hill Road	demolition of all existing building, to be replaced with 4 dwellings	Written representation.
AP/23/0020	DM/22/0525	Hurst House Copthorne Common Copthorne RH10 3LG	Demolition of existing dwelling and re-development with 6 x 2-bedroom flats and 1 x 3-bedroom self-build dwelling, together with improved access and parking within curtilage of site	Written representation.

The Deputy Clerk asks if the committee wish to submit a comment, the deadline for written submissions for Palmers Auto Tyres is 9<sup>th</sup> March 2023 and Hurst House is 20<sup>th</sup> March 2023.

WPC previous comments for DM/22/0867 were 'defer to officer' & DM/22/2589 'Defer to the opinion of the officer, WPC feel there have been no significant changes to the proposal since the previous decision'.

DM/22/0525 WPC comments were 'defer to officer'.

## 11. National Planning Policy Framework (NPPF) - The Department for Levelling Up, Housing, and Communities is seeking views on how it might develop new national planning policy to support wider objectives.

More information can be found here-

<https://www.gov.uk/government/consultations/levelling-up-and-regeneration-bill-reforms-to-national-planning-policy>

Cllrs are asked to consider submitting a response, the deadline for response is 11:45pm on 2<sup>nd</sup> March 2023.

## 12.New Planning Applications

<b>Type 1 Applications</b>	
<b>None</b>	
<b>Type 2 Applications</b>	
<b><u>DM/22/3735</u></b>  The Platt, Turners Hill Road, Crawley Down, RH10 4EY  Proposed new swimming pool building and tennis court within the curtilage of the current property. Arboricultural Method Statement and Tree Protection Plan received 07.02.2023.	Last seen at P& H on the 9/01/23 WPC comments were. 'Whilst the committee defer to the opinion of the officer we would like to highlight concerns from the previous application regarding the effect on the neighbouring listed buildings and the associated effects on the neighbouring property to the south.'
<b><u>DM/23/0230</u></b>  Glenwood, Lake View Road, Furnace Wood, RH19 2QE  Construction of a new extension providing additional accommodation on the ground floor and the first floor. New dormer window to the side elevation.	History - Two storey front and side extension providing integrated garage. New dormer windows to the front, side and rear elevations. Demolition of detached garage and erection of new 3 bay detached car barn with associated drive, parking and turning. Amended proposed plans received 15.03.2021 showing reduction in depth of two storey side extension. Arboricultural Impact Assessment received 20.04.2021. Ref. No: DM/20/3515   Status: Permission. WPC comments were 'No Objection' Also see DM/23/0300 below.
<b><u>DM/23/0257</u></b>  Lake House, Cuttinglye Road, Crawley Down, RH10 4LR  Proposed alterations to the family home including roof dormer and front extension	
<b><u>DM/23/0260</u></b>  55 Forest Close, Crawley Down, RH10 4LU  Proposal to relocate the existing six-foot high wooden rear garden fence and pedestrian access gate forwards by 5.2 meters, this will bring it in line with the front of the existing garage and neighbouring property's boundary line.	No relevant planning history.
<b><u>DM/23/0287</u></b>  Sunnyhill Farm, Sunnyhill Close, Crawley Down, RH10 4GY  Proposed car port for electric vehicle and storage space.	No relevant planning history.
<b><u>DM/23/0300</u></b>  Lake House, Cuttinglye Road, Crawley Down, RH10 4LR  Single storey extensions to existing detached annexe and retention for residential use all as	Previously approved in 2019 WPC comments were 'Support'

previously consented under reference DM/19/0129 dated 1 March 2019.	
<b><u>DM/23/0351</u></b>  Felstead, Shipley Bridge Lane, Copthorne, RH10 3JL  Garage conversion to habitable space.	History – Proposed loft conversion dormer roof extension. Ref. No: DM/20/0592   Status: Permission. WPC Defer to officer.  Proposed single storey rear extension. Ref. No: DM/20/0593   Status: Permission. WPC no comment as permitted development.
<b><u>DM/23/0377</u></b>  5 Kitsmead, Copthorne, RH10 3PN  Single storey extension to front.	No recent planning history.
<b><u>Tree Applications</u></b>	
<b><u>None</u></b>	