

# **WORTH PARISH COUNCIL**

## **Planning & Highways Committee Meeting**

### **Meeting Pack**

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

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

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> March 2023, after the Full Council meeting** in **The Birch Room, The Haven Centre, Hophurst Road, Crawley Down**, 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> March 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: 20<sup>th</sup> April 2023 at 2pm
  - b) Planning Committee – next meetings: 13<sup>th</sup> April 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/22/3322	50 Caluna Drive, Copthorne, RH10 3XF	Defer to tree officer	Permitted
DM/22/3634	Owlswood, Felcot Road, Furnace Wood, RH10 2PX	Defer to tree officer	Permitted
DM/22/3827	1 Verwood Cottages, Shipley Bridge Lane, Copthorne, RH10 3JL	Defer to tree officer	Permitted
DM/22/3877	60 Erica Way, Copthorne, RH10 3XQ	Defer to tree officer	Permitted
DM/23/0019	Yew Tree Cottage, Wallage Lane, Rowfant, RH10 4NG	Defer to officer	Permitted
DM/23/0103	Land Parcel adj to 34 Calluna Drive, Copthorne,	Defer to tree officer	Permitted

- 9. Presentation** – To receive a presentation from Alaric Wood.

- 10. Licencing** - To receive and note any new licencing applications.
- 11. Appeals** – To receive and note any new appeals.
- 12. Road Closures** – To receive and note any road closures.
- 13. Community Infrastructure Levy (CIL)** – To discuss allocation of CIL monies.
- 14. 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/23/0541</u></b>	
Tronning, Grange Road, Crawley Down, RH10 4JT	
Proposed ground floor rear extension, first floor rear extension and associated roof amendments, garage conversion into habitable space	
<b>Type 2 Applications</b>	
<b><u>DM/23/0504</u></b>	
Crawley Down Garage, Snow Hill, Crawley Down	
Retrospective application for the use of the site for vehicle storage and collection, siting of ancillary buildings, related works and infrastructure for a temporary five year period. (amended description 06.03.2023)	
<b><u>DM/23/0568</u></b>	
Stonelea, Copthorne Common Road, Copthorne, RH10 3JX	
Extension to the rear and first floor including external alterations.	
<b><u>DM/23/0570</u></b>	
Front Bungalow, Haynes Farm, Copthorne Common, Copthorne, RH10 3LE	
Re cladding of single storey dwelling, replacement windows relocation of front door and roof extension to the west to create covered area and replacement tiles.	
<b><u>DM/23/0606</u></b>	
Land At Borers Arms Road, Copthorne	
Erection of a pictorial map.	
<b>Tree Applications</b>	
<b><u>None</u></b>	

- 15. 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.
- 16. Date of the next meeting** – Monday, 17<sup>th</sup> April 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> March 2023, commencing at 08.25pm**

**Present**

Cllr Hitchcock (Chairman)	Cllr Mayor
Cllr Casella	Cllr King
Cllr Gibson	Cllr Stewart
Cllr Williams	Cllr Pointer

Mrs T Cruickshank Deputy (Clerk)      1 Members of the public

**273 Public Question Time**

The Chairman welcomed all present to the meeting.

Cllr Phillips attended as a member of public.

**274 Apologies**

Apologies were noted and accepted from Cllrs Coote and Dorey.  
Cllr Cruickshank was absent.

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

There were no declarations of disclosable or other interests.

**276 Minutes**

It was agreed by all present that the Minutes of the Planning & Highways Committee meeting held on 20<sup>th</sup> February 2023 were true and correct record.

**277 Chairman's Announcements**

The Chairman had no announcements.

**278 Correspondence**

There was no correspondence.

**279 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.

The Deputy Clerk advised there were no items pertaining to WPC on 9<sup>th</sup> March agenda.

Councillors NOTED this information.

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

	Address	WPC	MDSC
DM/22/0953	Herondale House, Cuttinglye Road, RH10 4LR	Defer to officer	Permitted
DM/22/3539	Woodmans, Copthorne Common Road, Copthorne, RH10 3JU	Defer to officer	Permitted
DM/22/3719	Copthorne Golf Club, Bowers Arms Road, Copthorne, RH10 3LL	Defer to tree officer	Permitted
DM/22/3826	2 Pasture Wood, Copthorne, RH10 4AD	Defer to tree officer	Permitted
DM/22/3874	59 Church Lane, Copthorne, RH10 3QF	Defer to officer	Permitted

Councillors NOTED the decisions.

## 281 Licencing

There were no licensing applications to note.

## 282 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

Cllrs NOTED the appeal decision.

## 283 Bowers Place Parking

Cllr Hitchcock gave a brief update.

The Road safety Audit had highlighted that the pathway between the car parking and the village green needed to be of different construction. Cllr Hitchcock had spoken to a tree specialist who confirmed the new tarmac constructed pathway would be suitable so long as there is sufficient space between the trees and the path is hand dug to avoid the tree roots.

Drawings will need updating and sending to the MSDC planning officer for consideration. Due to the change of specification Cllr Hitchcock will contact the contractor to find out if there are any cost implications.

## 284 Burstow Neighbourhood Plan

The Deputy Clerk advised that Burstow Parish Council are consulting on the **Burstow Draft Neighbourhood Plan (NDP) (Regulation 14 Town and Country Planning, England, Neighbourhood Planning (General) Regulations 2012.**

A copy of the draft plan had been shared in the meeting pack.

Cllrs were asked to consider submitting a comment to the Regulation 14 Consultation, the consultation ends 20<sup>th</sup> March 2023.

It was agreed that Cllr Hitchcock would prepare a response and share this with the committee.

## 285 Updates on the Mid Sussex District Plan

Nothing to report.

## 286 Planning Compliance Action

The Deputy Clerk had contacted MSDC Enforcement to advise about complaints from residents that Taylor Wimpey Construction vehicles are using the access road from Shipley Bridge Road into the Heathy Wood Estate. Enforcement replied they would investigate this.

Cllrs NOTED this.

Cllr Williams questioned whether there were wheel washing facilities for the construction vehicles.

## 287 Highways Issues

Cllr Hitchcock advised at the junction of Sandy Lane and Hophurst Lane a large amount of rubble and tarmac had been left in a poor state after works by WSCC, the Deputy Clerk will contact highways and ask them to resolve.

Cllr King advised that since works had taken place on Copthorne Green the contractors had left loose pebbles and they should return to recement these. The Deputy Clerk will try to arrange this.

## 288 Applications in Neighbouring Parishes

There were no changes. The list was NOTED.

## 289 New Planning Applications

Type 1 Applications	
<b><u>DM/22/3530</u></b>  27 Knowle Drive, Copthorne, RH10 3LW  Erection of 2 detached No. 3 bed dwellings and associated landscaping following the demolition of the existing dwelling. (Flood Risk assessment received 23 February 2023)	'Object, as loss of bungalow would be contrary to Copthorne NP Policy CNP3.1, due to net loss of single storey residential floor space. Proposals would be out of keeping with the street scene, would result in over intensification of the site, and also would result in increased crossovers.'
Type 2 Applications	
<b><u>DM/23/0275</u></b>  Brookside, Snow Hill, Crawley Down, RH10 3EG  Roof alterations. Existing roof dormer extension reconstructed, and new gable end to south elevation. Changes to south and west elevation. New roof tiles and dormer cladding.	Defer to officer.
<b><u>DM/23/0385</u></b>  3 Acorn Avenue, Crawley Down, RH10 4AL  Proposed ground floor rear extension, Loft conversion with hip to gable rear and 2 side dormers.	Defer to officer.
<b><u>DM/23/0402</u></b>  40 Tiltwood Drive, Crawley Down, RH10 4PH  Proposed ground floor rear extension, front facade window alterations, first floor side facade bay window addition	Defer to officer.
<b><u>DM/23/0419</u></b>  Roselea, Sunny Avenue, Crawley Down, RH10 4JL  Single storey rear and side extension with patio and first floor alteration to reduce rear bedroom window.	Defer to officer.
<b><u>DM/23/0440</u></b>  Land Adj, To The Royal Oak, Station Road, Crawley Down, RH10 4HZ  Erection of a Pictorial Map	Whilst the council do not object to the erection of the map in principle, we ask that a better location is considered.

<b><u>DM/23/0443</u></b> Land At Worth Way, Crawley Down Erection of a Waymarker	Support
<b><u>DM/23/0453</u></b> Land At Crawley Down Pond, Cob Close, Crawley Down Erection of a Waymarker	Support
<b><u>DM/23/0467</u></b> Millwood, Lake View Road, Furnace Wood, RH19 2QE Proposed two storey extension to side of existing dwelling.	Defer to officer.
<b><u>DM/23/0504</u></b> Crawley Down Garage, Snow Hill, Crawley Down Proposed use of the site for vehicle storage and collection, siting of ancillary buildings, related works and infrastructure for a temporary five year period.	Support
<b>Tree Applications</b>	
<b>None</b>	

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

There were no items to bring forward.

## **291 Date of the next meeting**

Monday, 20<sup>th</sup> March 2023 after the Full Council meeting at The Haven Centre.

*Meeting closed at 9.02 pm.*

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

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

## **Clerk's Report**

**Meeting of the Planning and Highways Committee to be held on Monday 20<sup>th</sup> March 2023, after the Full Council Meeting. In the Birch Room, The Haven Centre, Hophurst Lane, Crawley Down 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> March 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: 20<sup>th</sup> April 2023 at 2pm.
- b. Planning Committee – next meetings: 13<sup>th</sup> April 2023 at 4pm

No agendas are available at this time.

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

Ref	Address	WPC	MSDC
DM/22/3322	50 Caluna Drive, Copthorne, RH10 3XF	Defer to tree officer	Permitted
DM/22/3634	Owlswood, Felcot Road, Furnace Wood, RH10 2PX	Defer to tree officer	Permitted
DM/22/3827	1 Verwood Cottages, Shipley Bridge Lane, Copthorne, RH10 3JL	Defer to tree officer	Permitted

DM/22/3877	60 Erica Way, Copthorne, RH10 3XQ	Defer to tree officer	Permitted
DM/23/0019	Yew Tree Cottage, Wallage Lane, Rowfant, RH10 4NG	Defer to officer	Permitted
DM/23/0103	Land Parcel adj to 34 Calluna Drive, Copthorne,	Defer to tree officer	Permitted

Cllrs are asked to note the above decisions.

## 9. Presentation- To receive a presentation from Alaric Wood

There will be a presentation by Alaric Wood

The applicant is in the last stages of finalising a planning application to build a new indoor climbing centre in Rowfant on land adjacent to Rowfant Business Centre, Wallage Lane, Rowfant, RH10 4NQ and hopes to submit the planning application in April or May. He attended a pre-application meeting with an officer of the MSDC planning department and his own planning consultant in June last year and would now like to share his plans with WPC.

I have little information to offer you at this stage, but it seems that this application will be on Turners Hill Parish Land.

## 10.Licencing

There are no new licencing applications.

## 11. Appeals

There are no new appeals.

## 12.Road Closures

**APPLICATION FOR TEMPORARY ROAD CLOSURE:  
Coronation Street Party: Beech Gardens, Crawley Down  
Sunday 7th May 2023**

Cllrs are asked to NOTE the above road closure.

## 13.Community Infrastructure Levey (CIL)

Following the refusal of the application: DM/22/0525

Hurst House, Copthorne Common, Copthorne, Crawley, West Sussex, 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

The applicant has appealed this decision. If the appeal is successful a Local Community Infrastructure Contribution of £4,923 is required. The council are asked to advise of any local projects that this money could go towards.

Examples of schemes include:

- Local CCTV schemes
- Allotments
- Burial grounds
- Public conveniences
- Enhancement of the public realm
- Car parks, including new provision and expansion
- Electric charging points
- Litter and dog bins
- Footway lighting

- Local signage
- Cycle tracks
- Public Rights of Way
- Routes for pedestrians, cyclists and equestrians
- Traffic calming
- Public seating
- Arts and cultural facilities including museums, theatres and galleries

Due to the amount, perhaps a contribution towards CCTV would be advisable, going towards the cost of a camera for example.

Cllrs are asked to consider and agree a project to allocate the monies against.

#### 14. New Planning Applications

<b>Type 1 Applications</b>	
<b><u>DM/23/0541</u></b>  Tronning, Grange Road, Crawley Down, RH10 4JT  Proposed ground floor rear extension, first floor rear extension and associated roof amendments, garage conversion into habitable space	No recent planning history
<b>Type 2 Applications</b>	
<b><u>DM/23/0504</u></b>  Crawley Down Garage, Snow Hill, Crawley Down  Retrospective application for the use of the site for vehicle storage and collection, siting of ancillary buildings, related works and infrastructure for a temporary five year period. (amended description 06.03.2023)	Last seen at P & H 6 <sup>th</sup> March where WPC comments were 'support'
<b><u>DM/23/0568</u></b>  Stonelea, Copthorne Common Road, Copthorne, RH10 3JX  Extension to the rear and first floor including external alterations.	No recent planning history.
<b><u>DM/23/0570</u></b>  Front Bungalow, Haynes Farm, Copthorne Common, Copthorne, RH10 3LE  Re cladding of single storey dwelling, replacement windows relocation of front door and roof extension to the west to create covered area and replacement tiles.	Recent planning history - Demolish roof and walls of existing dwelling and rebuild single storey dwelling using existing foundations and footprint. Extend roof area to cover decking along west elevation. Ref. No: DM/23/0021   Status: Pending Consideration. WPC comments were 'Defer to officer'.
<b><u>DM/23/0606</u></b>  Land At Borers Arms Road, Copthorne  Erection of a pictorial map.	Maps and Way markers are part of the public art project funded by S106 monies.
<b>Tree Applications</b>	
<b><u>None</u></b>	