

WORTH PARISH COUNCIL

Planning & Highways Committee

Meeting Pack

22nd May 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 22nd May 2023, after the GP & Finance 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. Election of Vice Chairman** – To elect a Vice Chairman of this committee.
- 2. Public Question Time** - 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.
- 3. Apologies** – to receive and approve apologies for absence.
- 4. Declarations of Disclosable Pecuniary and Other Interests** – To receive any declarations of interest from Councillors.
- 5. Minutes** – To discuss, amend if necessary and thereafter approve the Minutes of the Planning and Highways Committee meeting held on 24th April 2023.
- 6. Chairman's Announcements** – To receive any announcements by the Chairman of the Planning and Highways Committee.
- 7. Correspondence** – To note correspondence received.
- 8. 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: 24th May at 7.30pm & 1st June 2023 at 2pm.
 - b) Planning Committee – next meeting: 24th & 31st May 2023 at 7.30pm.
- 9. Planning Decisions from Mid Sussex District Council** – To receive and comment upon decisions made by Mid Sussex District Council, the Local Planning Authority

	Address	WPC	MDSC
DM/22/2383	4 Grange Crescent, Crawley Down, RH10 4JU	Withdrawn	
DM/22/3530	27 Knowle Drive, Copthorne, RH10 3LW	Refused	Object
DM/22/3735	The Platt, Turners Hill Road, Crawley Down, RH10 4EY	Defer to officer	Permitted
DM/23/0021	Front Bungalow, Haynes farm, Copthorne Common	Withdrawn	
DM/23/0275	Brookside, Snow Hill, Crawley Down, RH10 3EG	Permitted	Defer to officer
DM/23/0287	Sunnyhill Farm, Sunnyhill Close, Crawley Down, RH10 4GY	Permitted	Defer to officer

DM/23/0331	Whitegates Cottage, Copthorne Common, Copthorne, RH10 3LE	Permitted	Defer to officer
DM/23/0467	Millwood, Lake View Road, Furnace Wood, RH19 2QE	Permitted	Defer to officer
DM/23/0541	Tronning, Grange Road, Crawley Down, RH10 4JT	Permitted	Defer to officer
DM/23/0763	3 Acorn Avenue, Crawley Down, RH10 4AL	Permitted	No comment
DM/23/0791	Eastnor, Vicarage Road, Crawley Down, RH10 4JJ	Permitted	Defer to officer
DM/23/0815	7 Knowle Close, Copthorne, RH10 3LR	Permitted	Defer to officer
DM/23/0894	1 Pasture Wood Close, Crawley Down, RH10 4AD	Permitted	Support

- 10. Licencing** – To receive and note any new licencing applications.
- 11. Appeals** – To receive and note any new appeals.
- 12. Bowers Place Parking** – To receive an update.
- 13. Updates on the Mid Sussex District Plan** - To receive and comment upon any updates in relation to the District Plan and to consider and agree and response to the new consultation.
- 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 and note any road closures.
- 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:

Type 1 Applications	
<u>DM/23/0855</u>	
Down Park Place, Turners Hill Road, Crawley Down, RH10 4HQ Demolition of existing bungalow and double garage and erection of two storey replacement dwelling with attached double carport.	
<u>DM/23/1137</u>	
Cottage Of Content, Chapel Lane, Crawley Down, RH10 3ET Erection of a detached building in the garden to create annex accommodation.	
Type 2 Applications	
<u>DM/23/0230</u>	
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. Amended plans received showing revisions to proposed side extension and side dormer window.	
<u>DM/23/0359</u>	
Pinewood, Vicarage Road, Crawley Down, RH10 4JF To replace existing hanging tiles with new Traditional red coloured fibre cement cladding, amended from originally proposed Cream coloured cladding.	
<u>DM/23/0568</u>	
Stonelea, Copthorne Common Road, Copthorne, RH10 3JX Extension to the rear and first floor including external alterations.	

<p><u>DM/23/0763</u></p> <p>3 Acorn Avenue, Crawley Down, RH10 4AL</p> <p>Single storey extension to the northern elevation. Loft conversion including a hip to gable conversion to the northern elevation, one dormer window on the western roof slope and a roof light on the southern roof slope (Revised description agreed and revised plans received 18.04.2023)</p>	
<p><u>DM/23/1025</u></p> <p>6 Beechey Close, Copthorne, RH10 3LS</p> <p>Single storey rear extension and front porch.</p>	
<p><u>DM/23/1053</u></p> <p>The Haven Centre, Hophurst Lane, Crawley Down, RH10 4LJ</p> <p>Replace existing 24 Metal LED flood lights with 16 LED Lamps with no change to flood light poles. Remove existing Diesel generator. Changes to existing Dugout to include extra seating and proposed location. New Ball stop netting 8m high x 20m.</p>	
<p><u>DM/23/1074</u></p> <p>Land South Of Copthorne Preparatory School Copthorne Common Road Copthorne West Sussex (Lawful Development Certificate)</p> <p>Erection of 2m high metal fencing around a woodland forest school area within the school's grounds.</p>	
<p><u>DM/23/1217</u></p> <p>1 Hillside, Crawley Down, RH10 4XD</p> <p>Single storey rear extension.</p>	
<p><u>Tree Applications</u></p> <p><u>None</u></p>	

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, 5th June 2023

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
24th April 2023, commencing at 8.15 pm

Present	Cllr Hitchcock (Chairman)	Cllr Mayor (Vice Chairman)
	Cllr Casella	Cllr Dorey
	Cllr Gibson	Cllr King
	Cllr Pointer	Cllr Stewart
	Cllr Williams	
	Mrs J Nagy (Clerk)	2 members of the public

326 Public Question Time

The Chairman welcomed all present to the meeting; Cllr Phillips was present as a member of the public. He advised that DM/22/3530 for two dwellings at 27, Knowle Drive had been refused, with reference to the Copthorne Neighbourhood Plan.

He noted that it was Cllr Hitchcock's last meeting as Chair of this Committee, as he was not standing as a parish councillor in the elections. Cllr Phillips thanked Cllr Hitchcock for all his expertise over the years, which will be missed. This was echoed by those present.

327 Apologies

Apologies were noted and accepted from Cllrs Coote and Cruickshank

328 Declarations of Disclosable Pecuniary and Other Interests

There were no declarations of pecuniary or other interests at this point in the meeting.

329 Minutes

It was agreed by all present that the Minutes of the Planning & Highways Committee meeting held on 17th April 2023 were true and correct record.

330 Chairman's Announcements

The Clerk asked for clarification on the sewer issue in Sandy Lane; it was advised that Richard Speller had advised that the sewers were causing the sinking surface problem. She had been unable to find a specific contact at Southern Water, so would have to report via a generic email.

331 Correspondence

There was no new correspondence to NOTE.

332 Update on Mid Sussex District Council Planning Committee Meetings

- a) District Planning Committee – next meeting: 1st June 2023 at 2pm
- b) Planning Committee – next meetings: 31st May 2023 at 7pm.

There were no agendas available at the time of the meeting.

Councillors NOTED this information.

333 Planning Decisions from Mid Sussex District Council

	Address	WPC	MDSC
DM/23/0419	Roselea, Sunny Avenue, Crawley Down, RH10 4JL	Defer to officer	Permitted
DM/23/0570	Front Bungalow, Haynes Farm, Copthorne Common, Copthorne	Defer to officer	Permitted
DM/23/0440	Land adjacent to the Royal Oak, Crawley Down	Defer to officer	Permitted
DM/23/0443	Land at Worth Way, Crawley Down	Defer to officer	Permitted
DM/23/0606	Land at Borers Arms Rd, Copthorne	Defer to officer	Permitted

Cllrs NOTED this information.

334 Licencing

There were no new licencing applications pertaining to Worth Parish Council.

Councillors NOTED this information.

335 Appeals

There were no new appeals.

Councillors NOTED this information.

336 New Planning Applications

Type 1 Applications	
<u>DM/23/0660</u> Tamarind, Copthorne Common, Copthorne RH10 3LF Outline application for the erection of a new detached dwelling with associated detached garage. All matter reserved except for access.	Defer to officer, but ask that the following is noted <ul style="list-style-type: none">• that the application seems to require the demolition of the dwelling on the site, which was not mentioned in the proposals, and• concerns over traffic movements at the access, as this was an issue that caused previous applications on the site to be refused.
Type 2 Applications	
<u>DM/23/0938</u> 30, Forest Close Crawley Down RH10 4LU Single storey side extension	Defer to officer
Tree Applications	
<u>None</u>	

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

Cllr Mayor asked if the working parties could consider contacting local businesses to ensure that the area around their premises was kept clear of litter.

This was agreed; the Clerk will pass this on.

338 Date of the next meeting

TBA.

Meeting closed at 8.25 pm.

Chairman: _____

Date: _____

Clerk's Report

Meeting of the Planning and Highways Committee to be held on Monday 22nd May 2023, after the GP & Finance 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. Election of a Vice Chairman

The Vice Chairman of this committee will be elected by a show of hands.

2. 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.

3. Apologies - at the time of writing this report no apologies were received.

4. 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. Minutes – To discuss, amend if necessary and thereafter approve the Minutes of the Planning and Highways Committee meeting held on 24th April 2023.

6. Chairmans Announcements – To receive any new announcements by the Chairman of the Planning and Highways Committee.

7. Correspondence – To note and comment on any new correspondence.

8. Update on Mid Sussex District Council Planning Committee meetings.

- a. District Planning Committee – next meeting: 24th & 31st May 2023 at 7.30pm.
 - b. Planning Committee – next meetings: 24th May 2023 at 7.30pm & 1st June at 2pm.
- Agenda information unavailable at the time of writing this report.

9. Planning Decisions from Mid Sussex District Council

Ref.	Address	WPC	MSDC
DM/22/2383	4 Grange Crescent, Crawley Down, RH10 4JU	Object	Withdrawn
DM/22/3530	27 Knowle Drive, Copthorne, RH10 3LW	Object	Refused
DM/22/3735	The Platt, Turners Hill Road, Crawley Down, RH10 4EY	Defer to officer	Permitted
DM/23/0021	Front Bungalow, Haynes farm, Copthorne Common	Object	Withdrawn
DM/23/0275	Brookside, Snow Hill, Crawley Down, RH10 3EG	Defer to officer	Permitted
DM/23/0287	Sunnyhill Farm, Sunnyhill Close, Crawley Down, RH10 4GY	Defer to officer	Permitted
DM/23/0331	Whitegates Cottage, Copthorne Common, Copthorne, RH10 3LE	Defer to officer	Permitted

DM/23/0467	Millwood, Lake View Road, Furnace Wood, RH19 2QE	Defer to officer	Permitted
DM/23/0763	3 Acorn Avenue, Crawley Down, RH10 4AL	No comment	Permitted
DM/23/0791	Eastnor, Vicarage Road, Crawley Down, RH10 4JJ	Defer to officer	Permitted
DM/23/0815	7 Knowle Close, Copthorne, RH10 3LR	Defer to officer	Permitted
DM/23/0894	1 Pasture Wood Close, Crawley Down, RH10 4AD	Support	Permitted

Councillors are asked to NOTE these decisions.

10. Licencing

There are no new licencing applications.

11. Appeals

Appeal Ref	Planning Ref	Address	Description	Last rep date
AP/23/0031	DM/22/2936	Crawley Down Village Hall, Turners Hill Road, Crawley Down	Conversion and extension of the existing village hall into 6 no. new residential dwellings with associated landscaping, bin and bike stores.	30/05/2023
AP/23/0032	DM/22/1130	Crawley Down Village Hall, Turners Hill Road, Crawley Down	(Amended plans received 01/06/2022) Conversion and extension of the existing village hall into 6 no. new residential dwellings with associated landscaping and bin and bike stores.	30/05/2023

Cllrs are asked if they wish to submit a written representation.

12. Bowers Place Parking

An update will be given at the meeting.

13. Updates on the Mid Sussex District Plan

Nothing to report.

14. Planning Compliance Action

Nothing to report.

15. Highways Issues

The Deputy Clerk has reported to WSCC regarding the missing line painting and drains in Vicarage Road since the resurfacing carried out w/c 24th April, an update will be provided at the meeting if available.

16. Applications in Neighbouring Parishes

Please see table included in this meeting pack. There are no changes to the list.

17. New Planning Applications

Type 1 Applications	New Applications
<p><u>DM/23/0855</u></p> <p>Down Park Place, Turners Hill Road, Crawley Down, RH10 4HQ</p> <p>Demolition of existing bungalow and double garage and erection of two storey replacement dwelling with attached double carport.</p>	<p>No recent planning history.</p> <p>Neighbour objection on MSDC planning portal.</p>
<p><u>DM/23/1137</u></p> <p>Cottage Of Content, Chapel Lane, Crawley Down, RH10 3ET</p> <p>Erection of a detached building in the garden to create annex accommodation.</p>	<p>No previous planning history.</p> <p>Suggest 'ask for a non-severance clause, and that the annex be for the use of only the owners quiet enjoyment.</p>
Type 2 Applications	
<p><u>DM/23/0230</u></p> <p>Glenwood, Lake View Road, Furnace Wood, RH19 2QE</p> <p>Construction of a new extension providing additional accommodation on the ground floor and the first floor. New dormer window to the side elevation. Amended plans received showing revisions to proposed side extension and side dormer window.</p>	<p>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'</p> <p>DM/23/0230 last seen at P & H 20/02/2023 where WPC comments were 'Whilst we defer to the opinion of the officer, we ask the officer to consider whether the proposal overlooks the neighbours to the south'.</p>
<p><u>DM/23/0359</u></p> <p>Pinewood, Vicarage Road, Crawley Down, RH10 4JF</p> <p>To replace existing hanging tiles with new Traditional red coloured fibre cement cladding, amended from originally proposed Cream coloured cladding.</p>	<p>Last seen at P & H 17/04/23 for cream coloured cladding, WPC comments were 'Object as out of keeping with neighbouring properties and would stand out in the village landscape'.</p>
<p><u>DM/23/0568</u></p> <p>Stonelea, Copthorne Common Road, Copthorne, RH10 3JX</p> <p>Extension to the rear and first floor including external alterations.</p>	<p>Last seen at P & H 20/03/23 WPC comments were 'Defer to officer'</p> <p>New plan shows a minor change in the ground floor study window.</p>
<p><u>DM/23/0763</u></p> <p>3 Acorn Avenue, Crawley Down, RH10 4AL</p> <p>Single storey extension to the northern elevation. Loft conversion including a hip to gable conversion to the northern elevation, one dormer window on the western roof slope and a roof light on the southern roof slope (Revised description agreed and revised plans received 18.04.2023)</p>	<p>Revised description for Lawful development Certificate application. Last seen at P & H 24th April where the committee's response was 'No comment as LDC'</p>
<p><u>DM/23/1025</u></p> <p>6 Beechey Close, Copthorne, RH10 3LS</p> <p>Single storey rear extension and front porch.</p>	<p>No relevant planning history.</p>
<p><u>DM/23/1053</u></p> <p>The Haven Centre, Hophurst Lane, Crawley Down, RH10 4LJ</p>	<p>Info taken from the planning statement – <i>'The Lighting improvements vastly reduce energy costs and allow mains connection and removing the need for the diesel Generator. The installation completely</i></p>

<p>Replace existing 24 Metal LED flood lights with 16 LED Lamps with no change to flood light poles. Remove existing Diesel generator. Changes to existing Dugout to include extra seating and proposed location. New Ball stop netting 8m high x 20m.</p>	<p><i>removes noise and fume so environmentally this is a big improvement for surrounding neighbours and a large reduction in energy requirements. The Ball Stop netting will further prevent ball ingress into neighbouring properties. The New Dugouts will be future proof and replace end of life units which are in need of replacement. By spacing these further apart it will also reduce verbal interaction between Team Benches during the matches. This is something that other teams have done, and it seems a positive move.'</i></p>
<p><u>DM/23/1074</u></p> <p>Land South Of Copthorne Preparatory School Copthorne Common Road Copthorne West Sussex</p> <p>Erection of 2m high metal fencing around a woodland forest school area within the school's grounds.</p>	<p>History - Erection of metal fencing to secure a woodland education area. Ref. No: DM/23/0096 Status: Refused. WPC comments were 'Defer to officer'.</p> <p>Fence height has been reduced from 3 to 2 meters.</p>
<p><u>DM/23/1217</u></p> <p>1 Hillside, Crawley Down, RH10 4XD</p> <p>Single storey rear extension.</p>	<p>History - First floor extension over existing ground floor and new porch. Ref. No: 14/03144/FUL Status: Permission. WPC comments were 'support'.</p>
<p><u>Tree Applications</u></p>	
<p><u>None</u></p>	

Applications in Neighbouring Parishes

22nd May 2023

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 No change 18/05/2023
East Grinstead	DM/23/0810	Land South Of Crawley Down Road Felbridge East Grinstead West Sussex RH19 2PP Demolition of existing structures and erection of 200no. 1, 2, 3 and 4 bedroom homes (30% affordable) with new vehicular accesses via Crawley Down Road together with associated car parking, open space and landscaping.	Pending consideration 18/05/2023
East Grinstead	DM/22/3214	71 Crawley Down Road And Land South Of Crawley Down Road, Felbridge, East Grinstead, RH19 2PP Demolition of existing structures and erection of 61 no. 1, 2-, 3- and 4-bedroom homes (30% affordable) and new vehicular access via Crawley Down Road together with associated car parking, open space and landscaping.	Withdrawn 03/04/2023
East Grinstead	DM/21/3099	Land West Of Imberhorne Lane, Imberhorne Lane. Scoping Opinion for the proposed Mixed-use	Scoping opinion 8/10/21 No change 18/05/2023

Updated 18/05/2023

		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	
East Grinstead	DM/22/0718	<p>Land Rear Of 61 Crawley Down Road Felbridge East Grinstead West Sussex RH19 2PP</p> <p>Development to provide a mix of 20-, two-, three- and four-bedroom dwellings with access obtained through adjoining site (as approved under DM/20/1078) with associated landscaping and infrastructure.</p>	<p>Pending consideration</p> <p>No Change 18/05/2023</p>
Felbridge	2021/2187	<p>Land to the south of Double Dee, Eastbourne Road, Felbridge</p> <p>Proposed erection of 9no. affordable residential dwellings with associated access, parking and open space.</p>	<p>Not yet determined. Due date 28/2/2022</p> <p>No change 18/05/2023</p>

New Applications in bold

Criteria for the consideration of Planning Application.

Planning applications will be considered under the following criteria.

Type 1

- New housing applications, whether for a single or multiple dwellings.
- Applications pertaining to commercial use, new build or otherwise, including changes of use.
- Care homes.
- Applications where there are neighbour comments on the planning portal.
- Retrospective applications.
- Garage conversions (to ensure these are compliant with both Neighbourhood Plans parking policies).
- Conversion of outbuildings.
- Applications where a Councillor has declared an interest *
- Applications where the applicant or a neighbour has requested to speak at committee*
- Applications which, in the view of the Chairman/Clerk/Deputy clerk, merit detailed discussion.

Full comments will be supplied to MSDC for all of the above.

Type 2 Applications

- Extensions, including porches.
- New fencing and gates.

Comments of 'Defer to officer' will usually be supplied to MSDC for all the above.

Tree Applications

All tree applications will not be discussed in detail at Committee: comments of 'Defer to Tree Officer' will usually be made to MSDC. Where a tree is to be felled, an additional comment will be made requesting that a replacement tree is planted, as per the Neighbourhood Plans.

Amended applications.

These will follow the precedent set by the original application i.e. a minor application will not be discussed in detail by Committee, unless the change is such that, in the opinion of the Chairman/Clerk/Deputy Clerk merits a different classification.

Agenda

Agendas will be issued with the applications grouped into the above classifications. Should a Councillor wish for the classification to be changed prior to the meeting, then they should advise the Chairman and the Deputy Clerk.

*It should be noted that these may be lodged after the agenda has been issued, necessitating a change in classification at the meeting.

How to access the MSDC Planning Portal to view planning applications



To access the MSDC Planning Portal (front page shown above) visit www.midsussex.gov.uk

Click on the orange tab named 'Planning and Building'.



Next click on the heading ‘view/comment on a planning application’ shown in above image. Then enter the application number or address in the box shown below to view the relevant documents.

