

**WORTH PARISH COUNCIL**

Planning & Highways committee  
Meeting

Meeting Pack

10<sup>th</sup> July 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 10<sup>th</sup> July 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. 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.
- 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 26<sup>th</sup> June 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: 13<sup>th</sup> July 2023 at 2pm.
  - b) Planning Committee – next meeting: 3<sup>rd</sup> August 2023 at 4.00pm.
- 8. 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DM/23/0539	Beech House, Hophurst lane, Crawley Down, RH10 4LN	Withdrawn	
DM/23/0689	45 Tiltwood Drive, Crawley Down, RH10 4XP	Defer to officer	Permitted

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

10. **Appeals** – To receive and note any new appeals.
11. **Bowers Place Parking** – To receive an update.
12. **The Royal Oak Pub** – To receive an update on the possible meeting with the owner.
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. **Gatwick Airport**– to receive and comment upon any updates regarding Gatwick Airport.
17. **Applications in Neighbouring Parishes** – to receive and note a list of major applications in neighbouring parishes, which may affect Worth Parish.
18. **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/23/0660</u></b>	
<u>Tamarind, Copthorne Common, Copthorne, RH10 3LF</u>	
Outline application for the erection of a new detached dwelling with associated detached garage. All matter reserved except for access. (Amended application form received 21.06.2023, revised location and block plans received 21.06.2023 and 23.06.2023)	
<b><u>DM/23/1568</u></b>	
<u>The Loklamp, Sandhill Lane, Crawley Down, RH10 4LD</u>	
Garage conversion. Loft conversion with rear and front facing dormer windows and changes to fenestration.	
<b><u>DM/23/1613</u></b>	
<u>Silverwood, Snow Hill, Crawley Down, RH10 3EN</u>	
Erection of an electric vehicle charging station with café kiosk, sub-station and transformers/power units building.	
<b><u>DM/23/1700</u></b>	
<u>The Old Chapel, Chapel Lane, RH10 3ET</u>	
Erection of barn for stabling and storage of agricultural equipment for equestrian and agriculture with hard stand access, parking, fence and gate.	
<b>Type 2 Applications</b>	
<b><u>DM/23/1572</u></b>	
<u>Ethlinden, Hophurst Hill, Crawley Down, RH10 4LP</u>	
Proposed single storey rear extension.	
<b><u>DM/23/1680</u></b>	
<u>Shepherds Farm, Turners Hill Road, Crawley Down</u>	
Replacement of secondary glazing; new secondary glazing and regularisation of a new external boiler and cover.	
<b><u>DM/23/1681</u></b> Listed building consent	
<u>Shepherds Farm, Turners Hill Road, Crawley Down</u>	

Replacement of secondary glazing; new secondary glazing and regularisation of a new external boiler and cover.	
<b><u>DM/23/1691</u></b>	
<u>Penkill, Vicarage Road, Crawley Down, RH10 4JJ</u>	
Proposed first floor front and side extensions, facade / internal alterations and all associated works.	
<b><u>DM/23/1707</u></b>	
<u>Elwood House, Copthorne Bank, Copthorne, RH10 3RE</u>	
Proposed first floor extension above porch with new dormers to front elevation.	
<b><u>DM/23/1708</u></b>	
<u>2 Borers Close, Copthorne, RH10 3XW</u>	
Proposed single storey front extension.	
<b><u>Tree Applications</u></b>	
<b><u>None</u></b>	

- 19. 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.
- 20. Date of the next meeting** – Monday, 24<sup>th</sup> July after the Full Council Meeting at the Glebe Centre, Crawley Down 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**  
**26<sup>th</sup> June 2023, commencing at 08.23pm**

**Present**

Cllr Williams (Chairman) Cllr Bingle Cllr Casella Cllr King	Cllr Pointer (Vice Chairman) Cllr Kipps Cllr Lord Cllr Stewart Cllr Wilson
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Mrs T Cruickshank (Deputy Clerk)      2 member of the public

**53 Public Question Time**

The Chairman welcomed all present to the meeting. The member of the public did not wish to speak at the meeting.  
Cllr Phillips attended as a member of the public.

**54 Apologies**

Apologies were NOTED and ACCEPTED from Cllr Coote.

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

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

**56 Minutes**

It was agreed by all present that the Minutes of the Planning & Highways Committee meeting held on 12<sup>th</sup> June 2023 were true and correct record.

**57 Chairman's Announcements**

The Chairman advised that an invitation to the 10<sup>th</sup> July Planning & Highways meeting had been extended to a representative of David Wilson homes.

**58 Correspondence**

There was no new correspondence to NOTE.

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

- a) District Planning Committee – next meeting: 12<sup>th</sup> July 2023 at 2pm
- b) Planning Committee – next meetings: 6<sup>th</sup> July 2023 at 4pm.

Councillors NOTED this information.

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

	Address	WPC	MDSC
DM/23/0230	Glenwood, Lakeview Road, Furnace Wood, RH19 2QE	Defer to officer	Permitted
DM/23/0705	10 Gorse Close, Copthorne, RH10 3PY	Defer to officer	Permitted
DM/23/0855	Down Park Place, Turners Hill Road, Crawley Down, RH10 4HQ	Defer to officer	Permitted
DM/23/1053	The Haven Centre, Hophurst Lane, Crawley Down, RH10 4LJ	Support	Permitted
DM/23/1074	Land South of Copthorne Preparatory School	Object	Permitted
DM/23/1137	Cottage of Content, Chapel Lane, RH10 3ET	Defer to officer	Refused
DM/23/1217	1 Hillside, Crawley Down, RH10 4XD	Defer to officer	Permitted

Cllrs NOTED this information.

## 61 Licencing

The Deputy Clerk advised a licencing application had been received for a change of trading name and changes to the internal layout of the premises at Morrisons Daily, Crawley Down.

Cllr Casella noted that there had been no new licencing applications for the new restaurant which had taken over from The Carriage in Crawley Down.

Councillors NOTED this information.

## 62 Appeals

There were no new appeals pertaining to WPC.

Councillors NOTED this information.

## 63 New Planning Applications

<b>Type 1 Applications</b>	
<b><u>None</u></b>	
<b>Type 2 Applications</b>	
<b><u>DM/23/1371</u></b>  The Old Station, Wallage Lane, Rowfant  Proposed conversion of existing office building to office and nightwatchman accommodation.	Support
<b>Tree Applications</b>	
<b><u>DM/23/1545</u></b>  61 Westway, Copthorne, RH10 3QS  T1 Oak - Reduce back to previous points maintaining natural shape and to suitable growth points.	Defer to tree officer.

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

Cllr King asked for an update on application DM/22/3530 Knowle Drive, Copthorne. This application was refused as there have been no further updates.

## 65 Date of the next meeting

Monday 10<sup>th</sup> July after the GP & Finance meeting.

*Meeting closed at 08.35pm.*

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

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

## Clerk's Report

**Meeting of the Planning and Highways Committee to be held on Monday 10<sup>th</sup> July 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. 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** - at the time of writing this report apologies had been received from Cllr Stewart.

### **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 26<sup>th</sup> June 2023.

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

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

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

- a. District Planning Committee – next meeting: 13<sup>th</sup> July at 2pm.
- b. Planning Committee – next meetings: 3<sup>rd</sup> August 4pm.

Nothing pertaining to WPC on the 13<sup>th</sup> July agenda.

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

Ref	Address	WPC	MSDC
DM/23/0539	Beech House, Hophurst lane, Crawley Down, RH10 4LN	Withdrawn	
DM/23/0689	45 Tiltwood Drive, Crawley Down, RH10 4XP	Defer to officer	Permitted

Councillors are asked to NOTE these decisions.

### **9. Licencing**

There are no new licencing applications pertaining to WPC.

## 10. Appeals

There are no new appeals pertaining to WPC.

## 11. Bowers Place Parking

Nothing to report at the time of writing this report.

## 12. The Royal Oak Pub

Nothing to report, an update will be given at the meeting if available.

## 13. Updates on the Mid Sussex District Plan

Nothing to report.

## 14. Planning Compliance Action

Nothing to report.

## 15. Highways Issues

Update from Cllr Gibson regarding Vicarage Road (this information was relayed to councillors at the 26<sup>th</sup> of June Full Council meeting) – 'Repainting the junction marking has been made a priority. A lot of the drains need the ironwork to be raised so that they do not damage car tyres. The tarmac covering has been left in place on 8 drains to prevent damage.'

## 16. Gatwick Airport

Nothing to report.

## 17. Applications in Neighbouring Parishes

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

The Deputy Clerk has been trying to arrange a presentation from David Wilson homes regarding the proposed 200 houses on the Crawley Down Road and had invited representatives to the Planning and Highways meeting on 10<sup>th</sup> July. This date was not convenient, the Deputy Clerk has offered the 24<sup>th</sup> July as an alternative and is awaiting a response.

## 18. New Planning Applications

Type 1 Applications	New Applications
<b><u>DM/23/0660</u></b>  <u>Tamarind, Copthorne Common, Copthorne, RH10 3LF</u>  Outline application for the erection of a new detached dwelling with associated detached garage. All matter reserved except for access. (Amended application form received 21.06.2023, revised location and block plans received 21.06.2023 and 23.06.2023)	Amended plans for the soakaway show a green hatch which illustrates the 5m buffer from structures, boundaries and trees.
<b><u>DM/23/1568</u></b>  <u>The Loklamp, Sandhill Lane, Crawley Down, RH10 4LD</u>  Garage conversion. Loft conversion with rear and front facing dormer windows and changes to fenestration.	No recent planning history.
<b><u>DM/23/1613</u></b>  <u>Silverwood, Snow Hill, Crawley Down, RH10 3EN</u>  Erection of an electric vehicle charging station with café kiosk, sub-station and transformers/power units building.	The site currently comprises a grassed frontage to Silverwood Industrial Estate, which consists of a variety of commercial, storage and industrial uses. The site is accessed from Snow Hill, with the existing access road to the Silverwood Industrial Estate running along its north-western boundary.



<p><b><u>DM/23/1700</u></b></p> <p><u>The Old Chapel, Chapel Lane, RH10 3ET</u></p> <p>Erection of barn for stabling and storage of agricultural equipment for equestrian and agriculture with hard stand access, parking, fence and gate.</p>	<p>Recent history- Replace an outbuilding with games room/guest accommodation (amended plans and description 31 January 2018) Ref. No: DM/17/3913   Status: Permission</p> <p>Proposed first floor extension Ref. No: DM/18/3293   Status: Permission. WPC comments were 'support'</p>
<p><b>Type 2 Applications</b></p>	
<p><b><u>DM/23/1572</u></b></p> <p><u>Ethlinden, Hophurst Hill, Crawley Down, RH10 4LP</u></p> <p>Proposed single storey rear extension.</p>	<p>Most recent planning history - Underground storage and associated remedial landscaping. Ref. No: DM/19/3772   Status: Permission. WPC comments 'No objection, but concerns over what is to be stored in this structure. Request non-severance clause.'</p> <p>Discharge of planning condition number 3 relating to planning application DM/19/3772 Ref. No: DM/21/3491   Status: Permission</p> <p>Proposed home gymnasium and home office. Amended plans received showing revised design, form, scale and layout of outbuilding. Ref. No: DM/22/0456   Status: Permission. WPC comments 'Defer to the opinion of the officer and ask for a non-severance clause.'</p> <p>Proposed home gymnasium and home office. (New application for the reorientation of the building - to previously approved DM/22/0456 application) Ref. No: DM/22/3298   Status: Permission. WPC comments 'defer to officer'.</p>
<p><b><u>DM/23/1680</u></b></p> <p><u>Shepherds Farm, Turners Hill Road, Crawley Down</u></p> <p>Replacement of secondary glazing; new secondary glazing and regularisation of a new external boiler and cover.</p>	<p>Relevant planning history - Change of colour to windows on the front elevation from Black to an off - White. Ref. No: DM/22/2962   Status: Permission. WPC comments were 'Defer to officer'.</p>
<p><b><u>DM/23/1681</u></b> Listed Building Consent</p> <p><u>Shepherds Farm, Turners Hill Road, Crawley Down</u></p> <p>Replacement of secondary glazing; new secondary glazing and regularisation of a new external boiler and cover.</p>	<p>Listed Building consent.</p>
<p><b><u>DM/23/1691</u></b></p> <p><u>Penkill, Vicarage Road, Crawley Down, RH10 4JJ</u></p> <p>Proposed first floor front and side extensions, facade / internal alterations and all associated works.</p>	<p>No recent planning history.</p>
<p><b><u>DM/23/1707</u></b></p> <p><u>Elwood House, Copthorne Bank, Copthorne, RH10 3RE</u></p> <p>Proposed first floor extension above porch with new dormers to front elevation.</p>	<p>No recent planning history</p>
<p><b><u>DM/23/1708</u></b></p> <p><u>2 Borers Close, Copthorne, RH10 3XW</u></p> <p>Proposed single storey front extension.</p>	<p>No previous planning history</p>
<p><b>Tree Applications</b></p>	
<p><b><u>None</u></b></p>	

## Applications in Neighbouring Parishes

10<sup>th</sup> July 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 06/07/2023
Turners Hill	DM/23/1345	Land West Of Rowfant Business Centre Wallage Lane Rowfant West Sussex  Erection of a climbing centre with associated access, servicing, parking and landscaping.	Pending consideration 06/07/2023
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 06/07/2023
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	Scoping opinion 8/10/21  No change 06/07/2023

		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 06/07/2023</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 06/07/2023</p>

New Applications in bold