

WORTH PARISH COUNCIL

Planning and Highways

Committee Meeting

3rd November 2025

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 3rd November 2025 at 7.30pm**. In the Parish Hub Borers Arms Road Copthorne where the following business will be considered and transacted.

Leanne Bannister
Chief Officer

AGENDA

- 1. Public Question Time** - To receive, and act upon if considered necessary, comments made by members of the public. This item will last for a maximum of 15 minutes with individual contribution up to a maximum of 3 minutes.

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.

Members of the public will only be allowed to speak at any other time during the meeting at the discretion of the Chairman and will be governed by the rules set out in the Council's Standing Orders at all times.

- 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 2nd October 2025.
- 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) Planning Committee – next meeting: 13th November 2025 at 4.00pm.
 - b) Planning Committee – next meeting: 20th November 2025 at 2.00pm.

- 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	MSDC
DM/24/2263	Lake House Old Hollow Copthorne Crawley West Sussex RH10 4TB	Defer	Permitted
DM/25/2051	Copthorne Golf Club Bolders Arms Road Copthorne Crawley West Sussex RH10 3LL	Defer	Permitted
DM/25/2013	14 Bramble Close Copthorne Crawley West Sussex RH10 3QB	Defer	Permitted
DM/24/2514	Kilnwood Cottage Turners Hill Road Crawley Down Crawley West Sussex RH10 4HB	Defer	Withdrawn
DM/24/1716	Chandlers Turners Hill Road Crawley Down Crawley West Sussex RH10 4EY	Defer	Permitted
DM/24/2622	Barns Court, Turners Hill Road, Crawley Down	No comment	Permitted
DM/25/1967	Mill House Annexe Old Hollow Copthorne	Defer	Permitted

- 9. Updates on the Mid Sussex District Plan**- To receive and comment upon any updates in relation to the district plan.

- 10. Applications in Neighbouring Parishes**- to receive and note a list of major applications in neighbouring parishes which may affect Worth Parish, and to consider submitting comments if appropriate

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

- 12. Appeals** – To receive and note the following appeal.

Reference	Address	Proposal
AP/25/0049	Land At Gibbshaven Farm North of Felbridge Road Furnace Wood West Sussex	Outline application with all matters reserved except for access from Felbridge Road, for the erection of up to 8 self/custom-build dwellings, public open space, new woodland, drainage and ancillary works. (Ecology response received 10.01.2025)

- 13. Planning Compliance action**- To receive a report on any actions currently being investigated by Mid Sussex Council, and to report any further breaches.

- 14. Highway Issues**- To discuss and make comments upon any issues relating to Highways.

- 15. Gatwick Airport**- to receive and comment upon any updates regarding Gatwick Airport.

- 16. Updates to the Land West of Turners Hill Road development**- to receive and comment upon any updates in relation to the development.

- 17. Royal Oak Update**- to receive any updates in relation to the Royal oak site.

- 18. Bowers Place**- to receive any updates in relation to Bowers Place.

- 19. Updates to the Neighbourhood Plan**- to receive and comment upon any updates regarding the Neighbourhood Plan.

- 20. Land North of Burleigh Lane, Crawley Down, allocated for 50 dwellings (Site SA22)**. To receive and comment upon any updates in relation to the allocated site.

- 21. Ratification of Planning Recommendations**– To consider and ratify the following recommendations submitted to Mid Sussex District Council as the Local Planning Authority for planning applications where the deadline for consultee comments is before the next meeting date.

Applications to be Ratified	
<u>DM/25/2481</u> <u>Shepherds Farm Turners Hill Road Crawley Down Crawley West Sussex RH10 4HQ</u> Listed Building Consent. Proposed replacement extension to create new kitchen.	
<u>DM/25/2362</u> <u>7 Woodland Drive Crawley Down Crawley West Sussex RH10 4UF</u> Proposed conversion of part of garage to habitable room	
<u>DM/25/2330</u> <u>41 Hophurst Drive Crawley Down Crawley West Sussex RH10 4XA</u> Crown reduction of the field maple in the front garden by 2 metres	
<u>DM/25/2532</u> <u>Shepherds Farm Turners Hill Road Crawley Down Crawley West Sussex RH10 4HQ</u> Variation of condition no 2 of planning application DM/25/0454 - to allow for a minor change to the design of the approved scheme.	

22. 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/25/1593</u> <u>Woodlands Close and Land to the North of Burleigh Lane Crawley Down Crawley West Sussex RH10 4JZ</u> The demolition of numbers 9-11 Woodlands Close together with the demolition of other existing buildings on site and erection of 48 dwellings (Use Class C3) with open space, landscaping, car parking and associated infrastructure including provision of internal access roads and access road onto Woodlands Close. (Amended plans and information received 10.09.2025 and 16.09.2025)	
Type 2 Applications	
<u>DM/25/2613</u> <u>Sandhill Sandhill Lane Crawley Down Crawley West Sussex RH10 4LE</u> Conversion of the existing garage into ancillary accommodation, that will include a playroom, pool changing room and storage in the roofspace	
<u>DM/25/2690</u> <u>1 Copse Close, Crawley Down, RH10 4LS</u> Proposed two storey side extension	

<u>DM/25/1199</u> <u>Land adjacent to 2 Meadow Approach Copthorne</u> Proposed demolition of 2no. garages and erection of a single dwelling (Class C3) with 2no. off-street parking spaces, plus provision of 1no. off-street parking space for 2 Meadow Approach. (Supporting statement and parking survey received 24/10)	
<u>DM/25/2397</u> <u>Witham Cottage, Felcot Road, Furnace Wood</u> Variation of condition 2 of planning application DM/24/2772 to allow for substitution of drawings to show: the rear-facing first floor bedroom window to be changed to glazed French doors with fixed sidelights and fixed glazed window, addition of rooflight and rear Juliette balcony and on the front elevation reduced roof windows and the north side elevation corrected to show roof gutter line and hanging tiles to upper flank wall of first floor gable extension.	
Tree applications	
<u>DM/25/2575</u> <u>Little Sneg Brookview Copthorne Crawley West Sussex RH10 3RZ</u> T2 Oak - Prune back lateral limbs on property side by approximately 1.5 m back to previous pruning points. T3 Oak Prune back lateral limbs on all sides by approximately 3m to balance crown leaving the spread at 7m.	
<u>DM/25/2614</u> <u>2 The Glebe Copthorne Crawley West Sussex RH10 3RP</u> Red Oak Tree - Crown Reduce back to previous pruning points and remove approx 3 meters of re-growth.	
<u>DM/25/2572</u> <u>27 And 29 Hophurst Drive Crawley Down Crawley West Sussex RH10 4XA</u> x2 Alder Trees (T7) and (T8) - Reduce height by 4 metres. Reduce remaining canopy by 2 metres to match, Crown lift to 4 metres.	
<u>DM/25/2692</u> <u>14 Fermandy Lane, Crawley Down</u> Reduce Oak Tree by 2 - 3m	

- 23. Matters for Consideration submitted by the Village Working Parties, or by the Worth Parish Council Working Party** - to note activities to date, and to receive any recommendations
- 24. Consideration of items for discussion by the Village Working Parties, or by the Worth Parish Council Working Party** – to consider and agree items to pass to the two Working Parties, or the Co- for discussion at their meetings, these to be put on a future Council/Committee agenda if necessary.

- 25. Date of the next meeting – Monday 1st December 2025 at 7.30pm at the Parish Hub Copthorne.**

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

Officers Report

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

**Meeting of the Planning and Highways Committee to be held on
Monday 3rd November 2025, In the Parish Hub Bowers Arms Road Copthorne where
the following business will be considered and transacted.**

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, no apologies have been received.

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 is 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 approve the Minutes of 2nd October 2025.

5 Chairmans Announcements

There were no planned announcements at the time of writing this report.

6 Correspondence

To note any correspondence:

- a. A site is being promoted at Courthouse Farm, Copthorne for either 86 new homes or a care village with 101 bedrooms.

7 Update on Mid Sussex District Council Planning Committee meetings.

Planning Committee – 13th November at 4pm.

No agenda issued at the time of writing this report.

District Planning Committee – 20th November at 2pm.

No agenda issued at the time of writing this report, but it is expected that Land North of Burleigh Lane will appear on this agenda.

8 Planning Decisions from Mid Sussex District Council

Planning and Highways Committee Clerk's Report – 3rd November 2025

To note the planning decisions as listed on the agenda.

	Address	WPC	MSDC
DM/24/2263	Lake House Old Hollow Copthorne Crawley West Sussex RH10 4TB	Defer	Permitted
DM/25/2051	Copthorne Golf Club Borers Arms Road Copthorne Crawley West Sussex RH10 3LL	Defer	Permitted
DM/25/2013	14 Bramble Close Copthorne Crawley West Sussex RH10 3QB	Defer	Permitted
DM/24/2514	Kilnwood Cottage Turners Hill Road Crawley Down Crawley West Sussex RH10 4HB	Defer	Withdrawn
DM/24/1716	Chandlers Turners Hill Road Crawley Down Crawley West Sussex RH10 4EY	Defer	Permitted
DM/24/2622	Barns Court, Turners Hill Road, Crawley Down	No comment	Permitted
DM/25/1967	Mill House Annexe Old Hollow Copthorne	Defer	Permitted

9 Updates on the Mid Sussex District Plan

MSDC has corresponded with the Inspectorate requesting to talk about the duty to cooperate. The Inspectorate will consider this.

MSDC considers the Plan is still within its examination period, which means they do have issues with their 5-year land supply.

Position Statement - MSDC is working to put this in place. It is intended to support planning applicants to know what to submit with their planning application. MSDC has consulted with developers to prepare for this, and it will be open for consultation soon. It should be ready to be adopted in December. Chichester and Horsham District Councils already have this in place, and it is reportedly working well. However, it was noted that this has no statutory basis and is intended to be a guide.

Guidance to parish and town councils on responding to planning applications guidance will be released explaining which policies should be referred to when responding to planning applications, e.g. the emerging Plan or previous Plan.

The current position is that the current plan should be given full weight except where policies refer to housing delivery. The position statement will set out the weighting to current policies. Very little weight can be given to the emerging plan.

10 Applications in Neighbouring Parishes

Councillors are asked to note the report attached.

Suggested actions to consider are **in red**.

Not on the list is Land North of Borers Arms Road, Copthorne. This is being promoted via the developers at the moment but has not become a planning application yet.

11 Licencing

No new Licensing Applications to note.

12 Appeals

Reference	Address	Proposal
AP/25/0049	Land At Gibbshaven Farm North of Felbridge Road Furnace Wood West Sussex	Outline application with all matters reserved except for access from Felbridge Road, for the erection of up to 8 self/custom-build

		dwellings, public open space, new woodland, drainage and ancillary works. (Ecology response received 10.01.2025)
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The committee is to consider a response including local need in response to any S106 allocation.

13 Planning Compliance

No further updates to report.

14 Highways Issues

Cllrs to note APPLICATION FOR TEMPORARY ROAD CLOSURE Remembrance Service, Crawley Down Sunday 9th November 2025

15 Gatwick Airport

Cllrs to NOTE any email updates

16 Update on the Royal Oak Site- No further updates to report, the office is chasing up the landowner.

17 Updates Land West of Turners Hill Road Development- No Further updates to report, as above, the office is regularly chasing up Wates for updates.

18 Bowers Place – Highways requested a road safety audit to be completed. This has now been done and submitted to MSDC. This shows no safety issues.

19 Neighbourhood Plan- Both the Copthorne and Crawley Down Working Party have agreed to postpone any further works on the neighbourhood plans. Plans to continue will be considered as part of the 2026/27 Budget.

20 Land North of Burleigh Lane, Crawley Down and is allocated for 48 dwellings (site SA22)

No further updates to report, but it is expected that this will appear at planning committee on 20th November.

21 Ratification of Planning Recommendations

Responses to the following applications were made under delegated powers.

Applications to be Ratified	
<u>DM/25/2481</u> <u>Shepherds Farm Turners Hill Road Crawley Down Crawley West Sussex RH10 4HQ</u> Listed Building Consent. Proposed replacement extension to create new kitchen.	Defer to Officer
<u>DM/25/2362</u> <u>7 Woodland Drive Crawley Down Crawley West Sussex RH10 4UF</u> Proposed conversion of part of garage to habitable room	Defer to Officer
<u>DM/25/2330</u>	Defer to Tree Officer

<u>41 Hophurst Drive Crawley Down Crawley West Sussex RH10 4XA</u> Crown reduction of the field maple in the front garden by 2 metres	
<u>DM/25/2532</u> <u>Shepherds Farm Turners Hill Road Crawley Down Crawley West Sussex RH10 4HQ</u> Variation of condition no 2 of planning application DM/25/0454 - to allow for a minor change to the design of the approved scheme.	Defer to Officer

- 22 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	Planning History
<u>DM/25/1593</u> <u>Woodlands Close and Land to the North of Burleigh Lane Crawley Down Crawley West Sussex RH10 4JZ</u> The demolition of numbers 9-11 Woodlands Close together with the demolition of other existing buildings on site and erection of 48 dwellings (Use Class C3) with open space, landscaping, car parking and associated infrastructure including provision of internal access roads and access road onto Woodlands Close. (Amended plans and information received 10.09.2025 and 16.09.2025)	WPC previous comment was object
Type 2 Applications	
<u>DM/25/2613</u> <u>Sandhill Sandhill Lane Crawley Down Crawley West Sussex RH10 4LE</u> Conversion of the existing garage into ancillary accommodation, that will include a playroom, pool changing room and storage in the roofspace	No recent relevant planning history.
<u>DM/25/2690</u> <u>1 Copse Close, Crawley Down, RH10 4LS</u> Proposed two storey side extension	No relevant planning history.
<u>DM/25/1199</u>	Previous comment: Defer to Officer. There are concerns

<u>Land adjacent to 2 Meadow Approach Copthorne</u> Proposed demolition of 2no. garages and erection of a single dwelling (Class C3) with 2no. off-street parking spaces, plus provision of 1no. off-street parking space for 2 Meadow Approach. (Supporting statement and parking survey received 24/10)	regarding potential overdevelopment of the site and insufficient parking provision. These issues should be carefully assessed in conjunction with the policies and guidance outlined in the Copthorne Neighbourhood Plan to ensure sustainable development and minimal impact on the local community.
<u>DM/25/2397</u> <u>Witham Cottage, Felcot Road, Furnace Wood</u> Variation of condition 2 of planning application DM/24/2772 to allow for substitution of drawings to show: the rear-facing first floor bedroom window to be changed to glazed French doors with fixed sidelights and fixed glazed window, addition of rooflight and rear Juliette balcony and on the front elevation reduced roof windows and the north side elevation corrected to show roof gutter line and hanging tiles to upper flank wall of first floor gable extension.	Related to planning app DM/24/2772 for demolition of rear garden shed and various extensions. WPC comment was defer to officer.
<u>Tree applications</u>	
<u>DM/25/2575</u> <u>Little Sneg Brookview Copthorne Crawley West Sussex RH10 3RZ</u> T2 Oak - Prune back lateral limbs on property side by approximately 1.5 m back to previous pruning points. T3 Oak Prune back lateral limbs on all sides by approximately 3m to balance crown leaving the spread at 7m.	Previous applications are permitted.
<u>DM/25/2614</u> <u>2 The Glebe Copthorne Crawley West Sussex RH10 3RP</u> Red Oak Tree - Crown Reduce back to previous pruning points and remove approx 3 meters of re-growth.	Previous applications permitted
<u>DM/25/2572</u> <u>27 And 29 Hophurst Drive Crawley Down Crawley West Sussex RH10 4XA</u> x2 Alder Trees (T7) and (T8) - Reduce height by 4 metres. Reduce remaining canopy by 2 metres to match, Crown lift to 4 metres.	Two previous applications were permitted.
<u>DM/25/2692</u> <u>14 Fermandy Lane, Crawley Down</u> Reduce Oak Tree by 2 - 3m	No relevant planning history.

23	Matters for Consideration submitted by the Village Working Parties, or by the Co-Ordination Group - to note activities to date, and to receive any recommendations
24	Consideration of items for discussion by the Village 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.
25	Date of the next meeting – Monday 1 st December 2025.

Worth Parish Council

Minutes of the Planning and Highways Committee Meeting held on 2nd October 2025, commencing at 7.30pm

Present

Cllr Williams (Chair)
Cllr Bingle
Cllr Dorey

Cllr Kipps (Vice Chair)
Cllr Wilson
Cllr Pointer

Miss H Smith (Assistant Clerk)
Chief Officer and Cllr Hodsdon sat
as members of the public
3 Members of Public

075	Elect a vice Chair Cllr Williams nominated Cllr Kipps, this was second by Cllr Dorey.
076	Public Question Time Cllr Williams welcomed all to the meeting. Two residents wished to speak and had a couple of questions for the committee regarding agenda item 20 Land North of Burleigh Lane, Crawley Down which is allocated for 48 dwellings. The resident wished to know if our objection letter was available to view on the MSDC portal, this was confirmed, concerns were raised over the Badger confidential report, the resident wished to understand if the parish had seen this report, the committee confirmed they had not. The resident also requested to know if Worth Parish council had asked MSDC to commission an updated report, for the Great Crested Newts, the ast Clerk advised that Worth Parish Council hadn't, but this was raised in our submitted objection.
077	Apologies Apologies were received for Cllrs Coote, King, Casella
078	Declarations of Disclosable Pecuniary and Other Interests None
076	Minutes It was AGREED by all present that the Minutes of the Planning & Highways Committee meeting held on 1 st September were a true and correct record. Fifth Member of the public has asked for the draft minutes to be changed from 'the report was commissioned in July to the end of June. All AGREED.
080	Chairman's Announcements Cophorne Hotel Signage- The chair felt that a letter to the proprietors of the Hotel regarding the hotel signage stating no photos.

081 Correspondence

No Correspondence to Note

082 Update on Mid Sussex District Council Planning Committee Meetings

District Planning Committee – 2nd October at 2pm.

Nothing Pertaining to Worth.

Planning Committee – 9th October at 4pm.

Agenda not yet published at the time of drafting the report.

District Planning Committee- 16th October at 2pm

Agenda not yet published at the time of writing this report.

083 Planning Decisions from Mid Sussex District Council

	Address	WPC	MSDC
DM/25/1810	Trees At Marstal, Copthorne Bank And 2 The Glebe Copthorne Crawley West Sussex RH10 3RP	Defer	Permitted
DM/25/1864	Hurst House Copthorne Common Copthorne Crawley West Sussex RH10 3LG	Defer	Refused
AP/25/0025	The Oaks Shipley Bridge Lane Copthorne	Defer	Permitted
DM/23/1330	Birchwood Barn Turners Hill Road Crawley Down Crawley West Sussex RH10 4EY	Defer	Withdrawn
DM/25/0014	Land West of Turners Hill Road and South of Hunts land Turners Hill Road Crawley Down West Sussex	Defer	Permitted
DM/25/0016	Land West of Turners Hill Road and South of Hunts land Turners Hill Road Crawley Down West Sussex	Defer	Permitted
DM/25/0245	Land North of Ethlinden Hophurst Hill Crawley Down West Sussex	Defer	Permitted
DM/25/2401	The Platt Turners Hill Road Crawley Down Crawley West Sussex RH10 4EY	Support	Refused
DM/25/1974	Woodland House Cuttinglye Road Crawley Down Crawley West Sussex RH10 4LR	Defer	Permitted
DM/25/1313	Ellaby Copthorne Bank Copthorne Crawley West Sussex RH10 3QZ	Defer	Permitted
DM/24/2646	Down Park Place Turners Hill Road Crawley Down Crawley West Sussex RH10 4HQ	Defer	Permitted

Cllrs NOTED this information.

It was NOTED in regards to MSDC comments DM/25/240 relating to site access that school children cross on the lay by waiting for the school bus.

084 Updates on the Mid Sussex District Plan-

No Update to Note

085 Applications in Neighbouring Parishes

Cllrs NOTED the report.

086 Licencing

No new Licencing applications to note.

087	Appeals		
	Cllrs NOTED the following appeal.		
	Reference	Address	Proposal
	AP/25/0044	Hurst House Copthorne Common Copthorne Crawley	Permission in Principle for the development of 3 to 4 residential dwellings (including the existing dwelling)

088 Planning Compliance Action

Cllrs NOTED the officers report.

089 Highways

Cllrs NOTED the Officers Report

090 Gatwick Airport

Cllrs NOTED the consent for Gatwick Airport Northern runway project.

091 Update the Royal Oak Site-

Cllrs NOTED the report in the meeting pack.

Officers have been asked to consider a comms strategy regarding comments on social media.

092 Updates to the Land West of Turners Hill Road Development

Cllrs NOTED the officer report.

It was NOTED the committee would like the officer to write to WATES for a s106 update.

Bowers Place

093 Cllrs NOTED the officers report.

Neighbourhood Plan

094 Cllrs NOTED the officer report.

095 Land North of Burleigh Lane, Crawley Down" and is allocated for 48 dwellings (Site SA22)

Cllrs NOTED the Officers Report.

096 Ratification of Planning Recommendations

Cllrs NOTED this.

Applications to be Ratified	Submissions
<u>DM/25/1023</u> <u>Crabbet Park Equestrian Centre Turners Hill Road Turners Hill Crawley West Sussex RH10 4ST</u> The demolition of the existing site office and construction of a single dwelling and associated works. AMENDED PLANS received 4/09/2025 changing position of building and amended information of a Flood Risk Assessment, Bat Emergence and Re entry Survey and Arboricultural Report.	Defer to Officer
<u>DM/25/2247</u> <u>1 Spring Gardens Copthorne Crawley West Sussex RH10 3RS</u> Scots Pine - sectional felling	Defer to Tree Officer

097 New Planning Applications

Type 1 Applications	
<u>DM/24/2957</u> <u>The Prince Albert Copthorne Bank Copthorne Crawley West Sussex RH10 3QX</u>	Object- Addendum has been sent to the members of the committee to consider as well as the Copthorne Working Party.

Sever existing land to retain existing public house use and area of pub garden and erect a convenience store and 4 no. apartments with associated works, including alterations to the existing vehicular access and car park (Amended plans and retail justification received 1 May 2025) (Updated drainage, ecology and landscaping information received 26 June 2025) (Off-site highways works plan received 9 September 2025)	
<u>DM/25/1770</u> <u>Annexe 38 Fairway Copthorne West Sussex RH10 3QA</u> Retrospective application for the creation of a new residential unit to be used as short term holidays lets.	Defer to Officer
<u>DM/25/0666</u> <u>Claremont Copthorne Bank Copthorne Crawley West Sussex RH10 3QZ</u> Change of use from a single dwellinghouse to a pair of semidetached dwellinghouses. Conversion of rear outbuilding and main house loft space to habitable accommodation. Demolition of rear store building and rear garage. First floor side extension and remodeling of roofs (Amended plans received 22.08.2025)	Defer to Officer
<u>DM/25/2376</u> <u>Land To The West Of 1 - 29 Bowers Place Crawley Down Green Station Road Crawley Down RH10 4HY</u> Relocation of childrens play area fence and construction of path on edge of village green. Construction of eighteen public car parking spaces within public highway boundary to replace existing footpath and verge.	WPC Application - No Comment
Type 2 Applications	
<u>DM/25/2293</u> <u>28 The Martins Crawley Down Crawley West Sussex RH10 4XU</u> Retaining brick wall and levelled areas. This is an application to establish whether the development is lawful. This will be a legal decision where the planning merits of the existing use cannot be taken into account.	Defer to Officer
<u>DM/25/2349</u> <u>Darsana The Drive Copthorne Crawley West Sussex RH10 3JZ</u> Part garage conversion to provide a ground floor bedroom and en suite. Alterations to the existing garage including the addition of a window, new garage door and French doors at the rear. Raising of parapet and addition of a new roof covering. Addition of render to the garage front elevation.	Defer to Officer
<u>DM/25/2078</u> <u>1 Bracken Close Copthorne Crawley West Sussex RH10 3QE</u>	Defer to officer

Replacement of hedge bordering rear and side of property with close board fencing as used in other areas to the rear of the property.		
<u>DM/25/2165</u> <u>26 Tiltwood Drive Crawley Down Crawley West Sussex RH10 4PH</u> Retrospective application for a red brick dwarf wall to the front boundary		Defer to Officer Noting covenant on site
<u>DM/25/2379</u> <u>Land Rear Of Heathview Copthorne Common Copthorne West Sussex</u> Permission in Principle Residential development of up to 2 self-build houses.		Defer to Officer
Tree Applications		
<u>DM/25/2318</u> <u>Foresters Copthorne Road Copthorne Crawley West Sussex RH10 3PD</u> T1 and T2- English Oak - Full crown reduction, reducing the height and spread by 2-3m and remove all major hazardous deadwood within canopy, as it overhangs neighbouring property and driveway.		Defer to Tree Officer
<u>DM/25/2334</u> <u>18 Kitsmead Copthorne Crawley West Sussex RH10 3PW</u> T1/T2 Oak- Reduce crown back to previous points (1.5m) maintaining natural shape		Defer to Tree Officer
<u>DM/25/2328</u> <u>4 Spring Copse Copthorne Crawley West Sussex RH10 3XY</u> Re-pollard lime tree to historical pruning points		Defer to Tree Officer
<u>DM/25/2387</u> <u>Woodland House Cuttinglye Road Crawley Down Crawley West Sussex RH10 4LR</u> T22 Common Oak - crown lift by 5 metres and remove West facing sub lateral branches to prevent access point for squirrels to roof of the house.		Defer to Tree Officer
098	Matters for Consideration submitted by the Village Working Parties, or by the Co-Ordination Group	
099	No considerations Consideration of items for discussion by the Village Working Parties- No considerations	
100	Date of the next meeting – Monday 3rd November 2025 at 7.30pm.	

Meeting closed at 20.02pm

Chairman: _____

Date: _____

Planning and Highways Committee Meeting Applications to be Ratified.

Type 1 Applications

Application	Planning History	Suggested Submission
No Applications		

Type 2 Applications

Applications to be ratified	Planning History	Suggested Submission
<u>DM/25/2481</u> <u>Shepherds Farm Turners Hill Road Crawley Down Crawley West Sussex RH10 4HQ</u> Listed Building Consent. Proposed replacement extension to create a new kitchen.	DM/25/0454 Proposed replacement extension to create new kitchen. Permitted. WPC Comment Defer to Officer.	Defer to Officer
<u>DM/25/2362</u> <u>7 Woodland Drive Crawley Down Crawley West Sussex RH10 4UF</u> Proposed conversion of part of garage to habitable room	No recent planning history	Defer to Officer Plan shows parking for 2 off road vehicles

Tree Applications to be Ratified

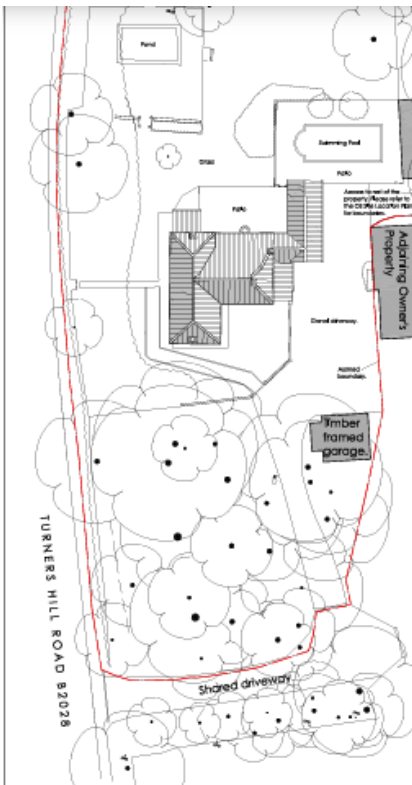
Applications to be ratified	Planning History	Suggested Submission
<u>DM/25/2330</u> <u>41 Hophurst Drive Crawley Down Crawley West Sussex</u> <u>RH10 4XA</u> Crown reduction of the field maple in the front garden by 2 metres	All previous tree applications are permitted.	Defer to tree officer

DM/25/2481

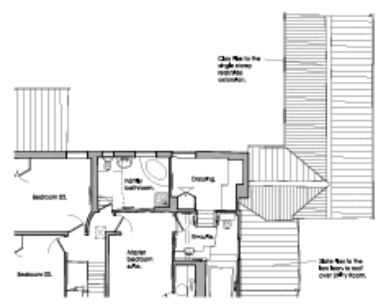
**Shepherds Farm Turners Hill Road
Crawley Down Crawley West Sussex
RH10 4HQ**

Listed Building Consent. Proposed
replacement extension to create a new
kitchen.

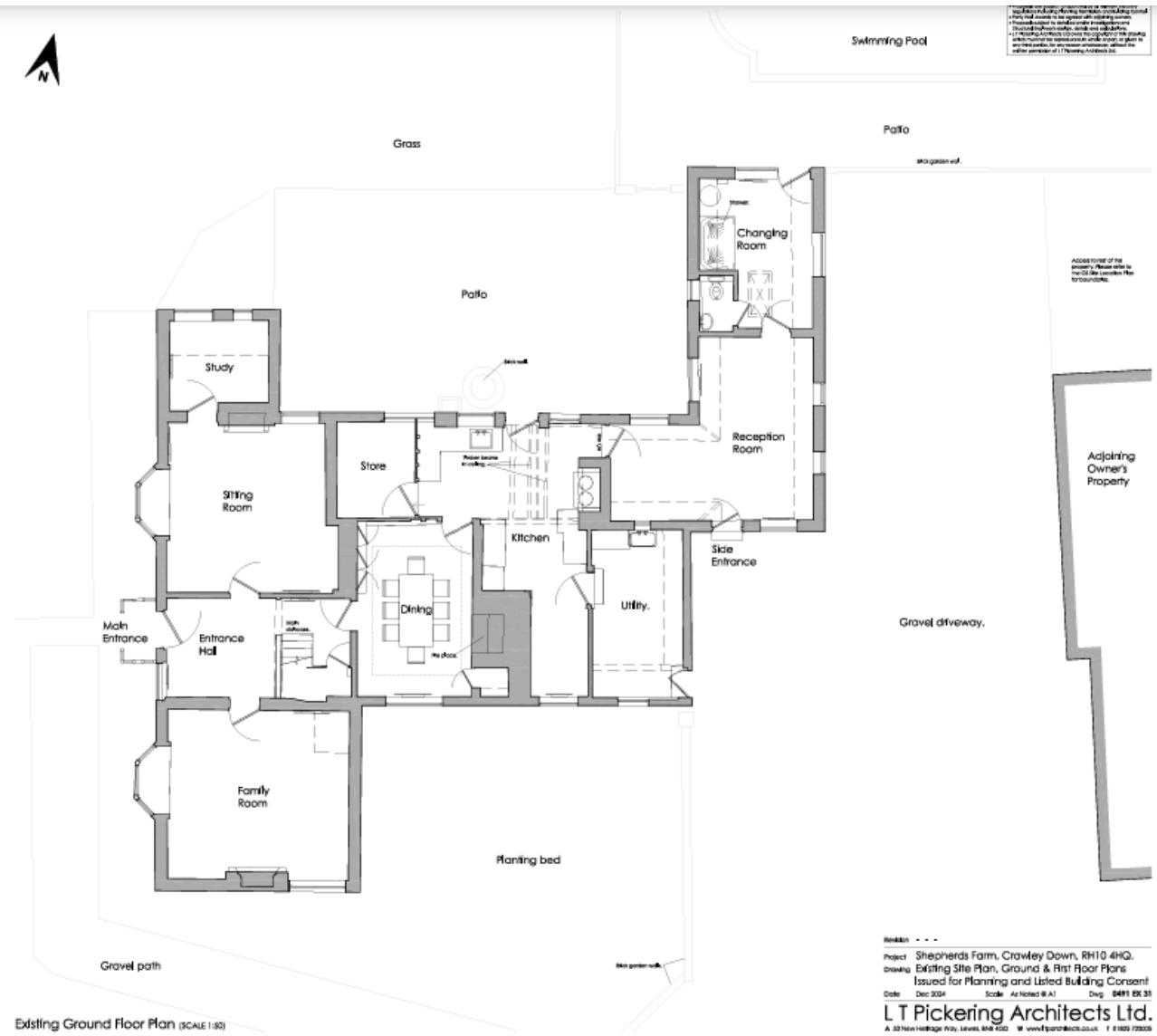
NOTES: THE PROPOSED DEVELOPMENT IS A REPAIR AND MAINTENANCE OF THE EXISTING BUILDING. IT DOES NOT INVOLVE ANY CHANGES TO THE BUILDING'S STRUCTURE OR EXTERIOR APPEARANCE. THE PROPOSED DEVELOPMENT IS SUBJECT TO THE APPROVAL OF THE LOCAL AUTHORITY. THE PROPOSED DEVELOPMENT IS SUBJECT TO THE APPROVAL OF THE LOCAL AUTHORITY. THE PROPOSED DEVELOPMENT IS SUBJECT TO THE APPROVAL OF THE LOCAL AUTHORITY.



Existing Site Block and Roof Plan (SCALE 1:200)

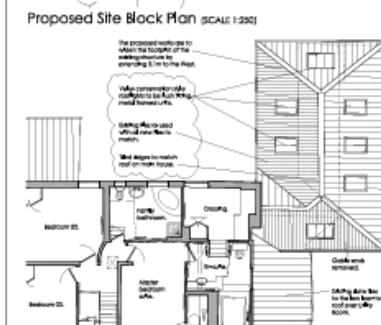


Existing Roof Plan (SCALE 1:100)



Existing Ground Floor Plan (SCALE 1:50)

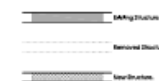
Revision: - - -
 Project: Shepherds Farm, Crawley Down, RH10 4HQ.
 Drawing: Existing Site Plan, Ground & First Floor Plans
 Issued for Planning and Listed Building Consent
 Date: Dec 2024 Scale: As Noted @ A1 Draw: 0491 EX 31
L T Pickering Architects Ltd.
 A 33 New Hedgerie Way, Liss, Hants GU24 0AB T 01329 770028



Gross Internal Floor Areas
 Existing (Ground & First Floors) = 268m²
 Proposed (Ground & First Floors) = 279m²
 An increase of = 11m²



Key:



Revision A 27/05/2020 Site plan revised. Additional information added. Refer to notes for layout as requested by client.

Project: Shepherds Farm, Crawley Down, RH10 4HQ.

Proposed Site Plan, Ground & First Floor Plans

Issued for Planning and Listed Building Consent

Date: Dec 2024 Scale: As Noted @ A1 Draw: SHPT PL 31 B

L T Pickering Architects Ltd.

A 33 Newbridge Way, Leeds, LS10 3SD Tel: 0113 2722222

Proposed South Facing Elevation

Proposed East Facing Elevation

Proposed North Facing Elevation

Proposed West Facing Elevation (SCALED 1:50)



Proposed South Facing Elevation (SCALED 1:100)

Proposed West Facing (Front) Elevation (SCALED 1:100)

- Party **shall** **agree** to be **bound** with **existing** covenants.
- **Proceeds** **shall** **be** **used** **solely** **for** **investments** **in** **the** **Structural Insulated Panels** **market**, **direct** **and** **indirect**.
- **17 Powering Architects** **does** **not** **accept** **any** **liability** **for** **any** **losses** **or** **damages** **incurred** **by** **any** **third** **party**, **in** **any** **manner** **arising** **from** **the** **entire** **contents** **of** **17 Powering Architects** **Inc.**



Proposed replacement kitchen extension to be constructed with full brick infill and render finish system. The matches the existing adjacent exposed brickwork colour and texture and full brick was the fabric used for the semi-enclosed chimneys (clipping and fire-tailing consented and granted on 21st July 2020 at DM/19/0004 & 0005).

Free entrance door removed and replaced with new frame with window.

Notes: Andrew Johnson was the 17th President of the United States, serving from 1865 to 1869. He was a member of the Whig Party and later the Republican Party. He was known for his role in the Reconstruction of the South after the American Civil War.

Sole Planning and Mixed Building Consent were granted for flexible extension on 16th April 2020 (referrals)

Value 1888 a 180mms
double conservation
sustainable for the future
main forest units.

Test Ropes to establish most or make focus.

Aluminum Rodding —————

holding glass doors.

NOTE: Fisher & Andrew
don't see above the
Ranking and listed
Selling Consent (at
OAT/NTSD dated 19th
August 2024).

[illegible]

Published online 15 July 2010
DOI: 10.1002/anie.201001400

Exposure to AEs
gender and

with a to-into and
on of the building
is not longer possible
at all.

Revision 1 06/05/25 This door on file. Additional information added.
Revision A 27/05/25 Minor amend to layout as requested by client.

Project: Shepherds Farm, Crawley Down, RH10 4HQ.
Drawing: Proposed Elevations

Grade Dec 2024 Scale 1:50 @ A1 Dwg 0491 PL 35

L T Pickering Architects Ltd
A 33 New Heritage Way, Lutter, Beds LU14 4SD W www.ltpickering.co.uk T 01525 729300

Journal Pre-proof

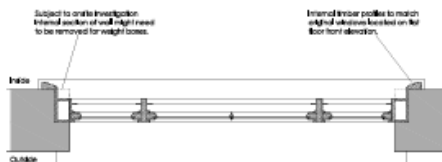
+ Plans and sections to be agreed with planning authority.
 + Proposed design to be subject to further investigation.
 + Proposed design to be subject to further investigation.
 + Proposed design to be subject to further investigation.



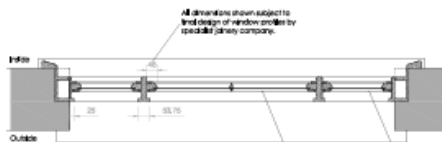
Proposed South Facing Elevation



Proposed East Facing Elevation



Horizontal Section C-C'



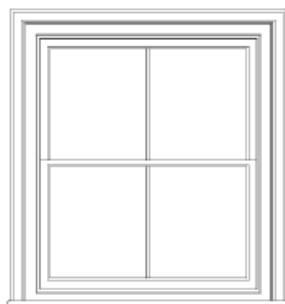
Horizontal Section B-B'



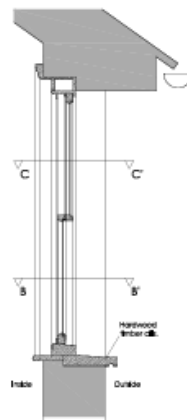
Horizontal Section C-C'



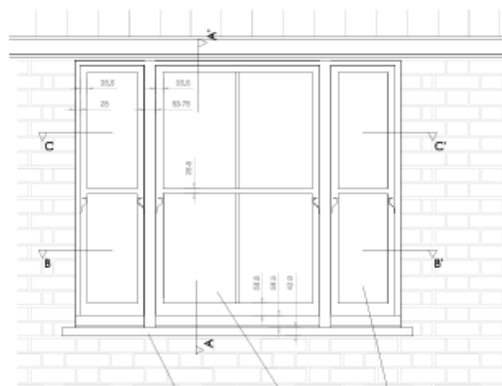
Horizontal Section B-B'



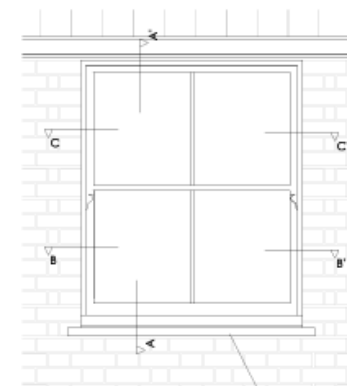
Timber Sash - Interior Details



Vertical Section A-A'



Timber Triple Sash - Exterior Details



Single Timber Sash - Exterior Details



Revision - - -
 Project: Shepherds Farm, Crawley Down, RH10 4HQ.
 Drawing: Proposed Window Details
 Issued for Listed Building Consent
 Date: August 2023 Scale: 1:10 (B/A) Dwg: 0001 P. 39
LT Pickering Architects Ltd.
 A 33 New Heritage Way, Leeds, LS4 4SD W: www.ltpickering.co.uk T: 0113 235 7200

DM/25/2362

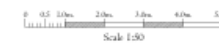
7 Woodland Drive Crawley Down
Crawley West Sussex RH10 4UF

Proposed conversion of part of garage to
habitable room





PROPOSED BLOCK PLAN 1:200
New habitable space shown hatched



Ms. E. Hampshire & Mr. D. Clark
7, Woodland Drive,
Crawley Down, Sussex.
RH10 4UF.

Title PROPOSED CONVERSION OF PART OF GARAGE
Address
7, WOODLAND DRIVE,
CRAWLEY DOWN, SUSSEX.
RH9 4UE.
For Mr. E. Hargrave & Mr. D. Clark.

Date SEPT. 2025 S_{scale} 1:50 (A1) D_{drawn} GW

Drawing Number
C-OPD53-H-02

of compliance produced by that person to Building Control on completion of the works.

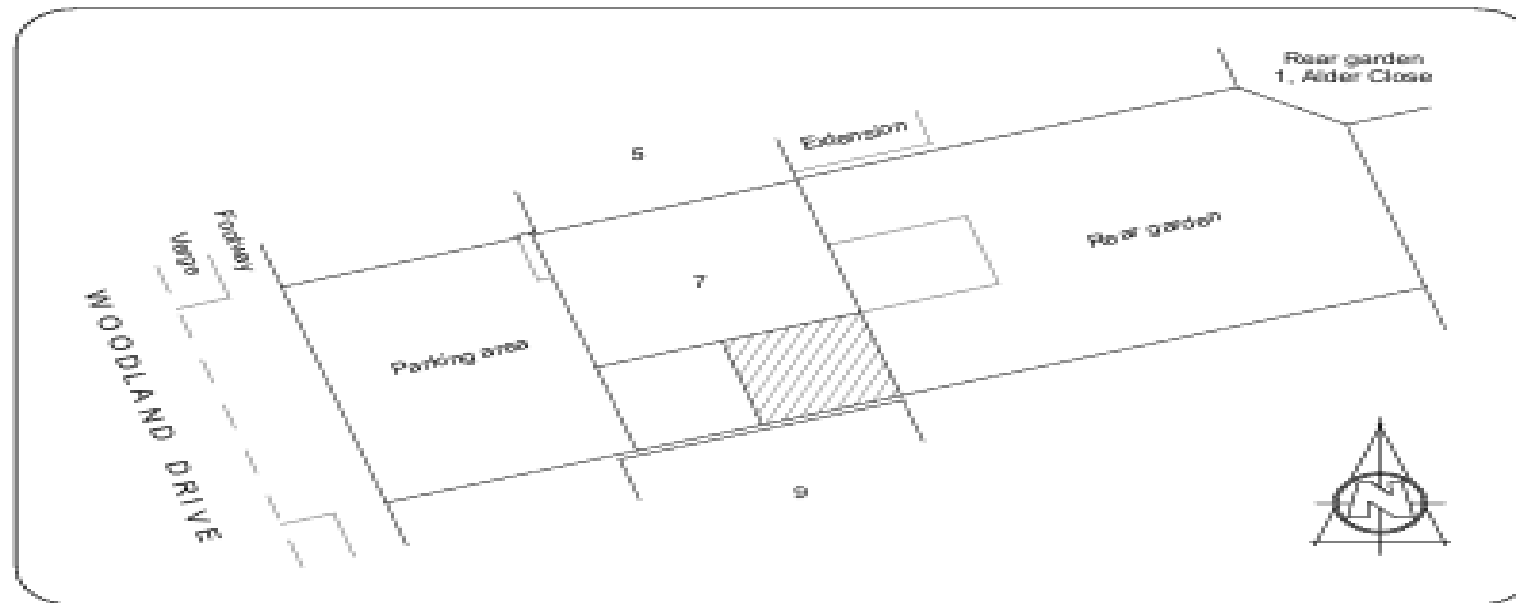
HEATING: Install new combination boiler to Client's requirements and new radiators, fitted with thermostatic control valves.

RAINWATER DRAINAGE: Unaffected by this development.

E.W.DRAINAGE: Connect appliances from Kitchen and Utility Room to existing f.w.system.

PARTITIONS: 125mm. stud partitions of 75mm. studs with 2 layers 12.5mm. plasterboard to both sides to half-hour f.r.

FIRE DETECTION: Ensure properly incorporates fire detection system in accordance with BS.5839-6, to warn occupants of any fire that may impede their escape.



PROPOSED BLOCK PLAN 1:200

New habitable space shown hatched



DM/25/2330

41 Hophurst Drive Crawley Down Crawley
West Sussex RH10 4XA

Crown reduction of the field maple in the front
garden by 2 metres

Hophurst drive

① ← fieldmaple

41	39
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37	35
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Applications in Neighbouring Parishes

3rd November 2025

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 27.10.2025
East Grinstead	DM/25/1665	Land South of Crawley Down Road Felbridge East Grinstead West Sussex RH19 2PP Discharge of planning conditions 9, 10, 16 and 20 relating to planning application DM/23/0810	Submission of details pursuant to the discharge of Conditions 9, 10, 16 and 20 of Planning Permission DM/23/0810 for 200 homes at Land South of Crawley Down Road, Felbridge, East Grinstead, West Sussex, RH19 2PP. pursuant to the Discharge of Conditions 9 (Archaeology), 10 (Air Quality Assessment), 16 (Arboriculture Method Statement) and 20 (Biodiversity Net Gain Plan) attached to the Full Planning Permission regarding Land South of Crawley Down Road (Ref. DM/23/0810). The information submitted pursuant to the afore mentioned conditions as follows: Condition 9 (Archaeology) 230233 WSIv5 230233-ev-2025100-V1reduced Condition 10 (Air Quality Assessment) 444669-02(03) Air Quality Assessment Report-Crawley Down Road Felbridge Condition 16 (Arboriculture Method Statement) 10948_AMS.001

Updated 27.10.2025

			Condition 20 (Biodiversity Net Gain Plan) Land at Felbridge - HMMPT 1.0 (Revision b) 01.07.2025 Historic Environment Consultee Given the submitted evaluation report, I can recommend discharge of Condition 9(i). The remainder of Condition 9(ii, iii & iv) should not be discharged until the submission and approval of an archaeological mitigation strategy (ii), the completion of the approved mitigation strategy (iii) and the submission and approval of a post-excavation report detailing the results of the archaeological work (iv). 17.07.2025 Enviromental protection Re: Cond 10 Air Quality The condition requires a scheme to be submitted in accordance with the value stated in the RSK AQ assessment. It appears that the applicant has re-submitted the original report rather than a specific and agreed scheme. Not recommended for discharge at this stage. 18.07.2025 Condition 16 – approval for discharge from MSDC. 8.9.2025 Condition 16 discharged. 29.9.25 Condition 10 discharged. 13.10.25 Ecology consultee Unable to recommend discharge until additional information submitted. 22.10.25 – BNG statement submitted.
East Grinstead	DM/22/0718	Land Rear Of 61 Crawley Down Road Felbridge East Grinstead West Sussex RH19 2PP	Pending consideration Still live 27/02/2025.

		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.	To be superseded by DM/23/0810? No change 27.10.2025 Suggest Noting. Planning portal states awaiting decision
East Grinstead	DM/23/2699	Land South and West of Imperhorne Upper School, Imberhorne Lane, East Grinstead Mixed use development for up to 550 dwellings (use C3), up to 150 dwellings (use class 2), land for primary school, neighbourhood centre, allotments etc. Playing fields, sports pavilion, SANG etc. Land South and West of Imberhorne Upper School Imberhorne Lane East Grinstead West Sussex Desc: Hybrid planning application seeking 1) outline planning permission for a mixed-use development comprising up to 550 dwellings (Use Class C3), a care village of up to 150 dwellings (Use Class 2), land for a 2 form entry primary school (including early years provision and special needs education provision), mixed use neighbourhood centre, allotments, landscaping and sustainable urban drainage; and 2) full planning permission for playing fields, new sports pavilion, and running track associated with Imberhorne Secondary School, a Suitable Alternative Natural Greenspace (SANG) with associated car park, access from Imberhorne	Pending Consideration Nature Space partnership Response: Holding objection: further information required 01.12.23. Consultation response from southern water 05.12.23 indicates that this initial study indicates that these additional flows may lead to an increased risk of foul flooding from the sewer. Southern Water will carry out detailed network modelling as part of this review which may require existing flows to be monitored. Consultation Response Historic England 15.12.23 Historic England considers that the proposals would cause harm to the significance of Imberhorne Farmhouse, Imberhorne Farm Cottages, and Gullege Farm (grade II*listed) through development within their rural setting. WSCC Fire & Rescue response 18.12.2023 It is therefore recommended that the hydrant condition is implemented. NHS Sussex Consultee response submitted 25.01.24, Without associated infrastructure, NHS Sussex would be unable to sustain sufficient and safe services provided in the area and would therefore have to OBJECT to the development proposal. SCC consultee response submitted 20.02.24. No objection as highway authority, although recommends improvements to Imberhorne Lane /Heathcote Drive Junction.

		Lane, internal road to the SANG and associated landscaping and infrastructure. (Additional/amended information and plans received 22nd May 2024)	Comments from the Gypsy and Traveller community. SA20, states that the draft district plan requires on-site provision on the three Significant Site Allocations (DPSC1- DPSC 3) to contribute to the overall need. We support the on-site provision of pitches on these three draft allocations, to meet the residual need within the district. An off-site financial contribution to G&T will be made.” 05.04.24 Surrey County Council consultee response. Surrey County Council Highway Authority request that the junction improvements at Imberhorne Lane/Heathcote Drive , A22/Imberhorne Lane and those immediately south of the A22/A264 junction proposed by the Developer within the traffic mitigation in the Transport Assessment and which is considered would have a positive impact on the capacity issues experienced at the A22/A264 junction should be secured as part of any planning permission granted. • It is noted that as part of the Transport Assessment that the Developer has included a Sustainable Transport Strategy and SCC would request that this is secured as part of any planning permission granted. 04.07.24 MSDC Enviromental Protection have no objection in principle. A list of conditions has been provided. 12.07.2024 Proposed Indicative Shared Footpath & Cycle Route Connection. 12.07.2024 Proposed Route to SANG Carriageway Widths Plan. 15.07.2024 Ecology Walkover Technical Note- temporary holding objection as ecology report is out of date and needs updating. 17.07.2024 MSDC Full Element
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			The development hereby permitted shall not commence unless and until details of the proposed foul and surface water drainage and means of disposal have been submitted to and approved in writing by the local planning authority. No building shall be occupied until all the approved drainage works have been carried out in accordance with the approved details. The details shall include a timetable for its implementation and a management and maintenance plan for the lifetime of the development which shall include arrangements for adoption by any public authority or statutory undertaker and any other arrangements to secure the operation of the scheme throughout its lifetime. Maintenance and management during the lifetime of the development should be in accordance with the approved details. 22.07.2024 Sports England have withdrawn their objection to the proposal. 29.07.2024 SCC It is acknowledged that the network is constrained, and the proposals are not able to fully meet the Allocation Policy. However, it is recognised that this is an allocated site and impacts on how we approach the application and therefore SCC Highway Authority are not raising an objection to the proposals. However, we need the above requirements for junction improvements and the implementation of a Sustainable Transport Strategy as requested above to make it acceptable in highway terms 30.07.2024 -Active travel England Conditional approval 07.08.2024- Ecology Report. Holding Objection pending further information on European Protected Species (Hazel Dormouse) 15.10.2024- Sussex Police and Crime Commissioner- Police Funding and Development Growth- A primary issue for Sussex Police is to ensure that new development, like that proposed by
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			application DM/23/0810, makes adequate provision for the future policing needs that it will generate. However, it is the limit of these funds which necessitates the need to seek additional contributions via Section 106 requests. 16.10.2024 Consultee response WSCC Highways- No Objection 06.11.2024 Summary Of Natural England's Advice – No Objection Subject to Appropriate Mitigation Being Secured 11.11.2024 Following a detailed ground-based assessment of each tree, TG73 (three oaks), T45, T66, T04, T94, TG1, TL27 were classified as supporting PRF-Is. Whilst no further surveys are required, sensitive removal and compensation is required to ensure no impacts on bats are predicted. 18/11/2024 WSCC Highways - Public Rights of Way Further to the previous response dated 19th June 2024 it has become apparent that the existing arrangement where Bridleway 40aEG crosses Felbridge water via a culvert will not be able to cope with the development planned for this area. We have investigated options to mitigate and remediate this and looked at the infrastructure that will be required to carry bridleway traffic and the existing private vehicular rights safely given the planned development. We have been advised to seek an additional £50,000 S106 contribution and would be grateful if Mid Sussex District Council would consider this. 12.12.2024 WSCC Education's formal recommendation is as follows: Conditional Approval. 20.12.2024- Place Services' ecological advice service Recommended Approval subject to attached conditions.
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			30.01.2025- Committee Report – Recommended for Approval. 10.02.2025- East Grinstead Town Council- Committee resolved to recommendation this application for refusal. Whilst WSCC Highways view of this development was positive, the Committee was disappointed to note there had still been no conclusive update or commitment to the star junction upgrade recommended by Surrey Country Council. There was still scope for this to be addressed within the legal documentation for this application, the 4 local authorities needed to work together to identify a solution to the road issues. There was also no update regarding the requested improvements to Imberhorne Lane bridge. The pedestrian access point onto the Worth Way should be for cycle access also. EGTC would like a commitment from MSDC that S106 funding would not be removed/deemed expired after a set period of time if the funding had not been used, and would also like reassurance that the primary and early years education and the care home offerings within the site would be delivered within the timeframe specified. If not, we would like reassurance that these sites would be used for alternative community benefit e.g. community hall, play area etc. There had been other instances within MSDC where S106 funding had been lost and community offerings not delivered, it was hoped that lessons had been learned not as not to be repeated. Suggest noting Awaiting Decision still 27.10.2025 Status awaiting decision
Burstow	2025/468	Land South of Tagzvondeni Kennels, Shipley Bridge Lane, Shipley Bridge, RH6 9TL Use of land as a private gypsy and traveller caravan site for 4 pitches, including parking. Retention of hardstanding and widened vehicular access. (Retrospective)	Pending Consideration- comments by the 4th of July 11 th June 2025 London Gatwick- consultee comment – No development shall take place until full details of soft landscaping works have been submitted and approved in writing by the local planning authority.

			The reason to avoid endangering the safe movement of aircraft and the operation of London Gatwick through the attraction of birds and an increase in the bird hazard risk of the application site. 01.07.2025- Surrey County Council Highways –requires evidence of vehicular sight lines at the proposed site access junction onto Shipley Bridge Lane, the use of which would be intensified by the proposed development. Decision not yet determined 27.10.2025
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New Applications/Comments in bold/Red