



**WORTH PARISH COUNCIL**

**Planning and Highways  
Committee**

**Meeting Pack**

**June 4th 2018**

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. To be held in the South Room, The Parish Hub, Borers Arms Road, Copthorne, on **Monday, 4th June 2018, at 19:30hrs** when the following business will be considered and transacted:

Mrs J. Nagy  
Clerk to the Council

### **AGENDA**

- 1. Election of a Vice Chairman of the Committee** – To elect the Vice Chairman of the Committee.
- 2. Public Question Time – 15 minutes** – To receive, and act upon if considered necessary, comments made by members of the public.  
  
Members of the Public are welcome to ask questions of the Council on matters that arise under its remit. The question should not be a statement and it would be appreciated to be kept short, to maximise the time for other questions. The chairman will call the question from those who are indicating that they wish to speak.
- 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 May 14th 2018.
- 6. Chairman's Announcements** – To receive any announcements by the Chairman of the Planning and Highways Committee.
- 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:
  - District Planning Committee – next meeting: June 14th 2018 at 14:00 hrs.
  - Planning Committee A – next meeting: June 21st 2018 at 19:00 hrs.
  - Planning Committee B – next meeting: June 7th 2018 at 19:00 hrs.
- 8. Planning Decisions from Mid Sussex District Council** – To receive and comment upon decisions made by Mid Sussex District Council, the Local Planning Authority.

Reference	Address	WPC	MDSC
DM/18/1337	7 Larches Way Crawley Down RH10 4UJ	Support	Approved
DM/18/0454	Rowfant House Wallage Lane Rowfant RH10 4NG	Support	Approved
DM/18/1239	Beechcroft Sandy Lane Crawley Down RH10 4HU	Support	Approved
DM/18/0729	Eastleigh Brookhill Road Copthorne RH10 3QJ	Support	Approved
DM/18/1414	11 Pinetrees Close Copthorne RH10 3NX	Refer	Approved
DM/18/1198	16 Bridgelands Copthorne RH10 3XD	Refer	Approved
DM/18/0943	Land Adjacent To 65 Church Lane Copthorne RH10 3QF	Object	Refused
DM/18/0948	Four House Copthorne Common Road Copthorne RH10 3LF	Object	Refused
DM/18/0885	5 Hawarden Close Crawley Down RH10 4PQ	Object	Approved
DM/18/1277	Marling Brookhill Road Copthorne RH10 3PR	Object	Approved

- 9. Appeals** – To receive and note any Planning Appeals.
- 10. 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.
- 11. Section 106 monies** – To note the Infrastructure Working Party Meeting Report.
- 12. Progress on Neighbourhood Plans** – To receive report from the Clerk in relation to the MSDC Parish Briefing Session on 23rd May, and to discuss and agree a way forward for both:
- The emerging Copthorne Neighbourhood Plan.
  - The adopted Crawley Down Neighbourhood Plan.
- 13. Updates on the Mid Sussex District Plan** – To receive and comment upon any updates in relation to the District Plan.
- 14. Highways Issues** – To discuss and make comments upon any issues relating to Highways, drainage, street names, footpaths and public rights of way.
- Traffic Regulation Order for London to Brighton Bike Ride 2018
  - Early Warning Notice - Temporary Traffic Regulation Order - North Street, Turners Hill - Proposed start date 23/07/2018
- 15. 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:

<p><b>DM/18/0092</b></p> <p><b>Souvenir Cottage Wallage Lane Crawley Down RH10 4NN</b></p> <p>Proposed placement of a 20m x 6.8m wooden caravan to be used for an ancillary incidental purpose to that of the existing dwelling house.</p>	
<p><b>DM/18/1000</b></p> <p><b>9 Fermandy Lane Crawley Down RH10 4UB</b></p> <p>Single storey rear/side extension. Conversion of garage to room.</p>	
<p><b>DM/18/1092</b></p> <p><b>46 Burleigh Way Crawley Down RH10 4UQ</b></p> <p>Proposed two storey side extension and demolition of existing garage (Amended plans received 26/4 altering design)</p>	
<p><b>DM/18/1228</b></p> <p><b>West House Crawley Down Road Felbridge RH19 2PS</b></p> <p>Construction of a workshop (amended plans and description 24 May 2018)</p>	
<p><b>DM/18/1666</b></p> <p><b>6 Knowle Close Copthorne RH10 3LR</b></p> <p>T1(Oak) - Reduce height by 2 metres, Reduce lateral branches length by 3 metres</p>	
<p><b>DM/18/1733</b></p> <p><b>Border Oak Shipley Bridge Lane Copthorne RH10 3JL</b></p> <p>Demolition of existing dwelling and construction of new dwelling with adjacent carport.</p>	
<p><b>DM/18/1737</b></p> <p><b>Sleepy Hollow Turners Hill Road Turners Hill RH10 4PE</b></p> <p>Variation of condition No 3 relating to planning application DM/15/0891 to have the house constructed to Passivehouse standards although not having certification.</p>	
<p><b>DM/18/1747</b></p> <p><b>Catkin Wallage Lane Crawley Down RH10 4NN</b></p> <p>Proposed single storey extension to front elevation.</p>	
<p><b>DM/18/1842</b></p> <p><b>56 Forest Close Crawley Down RH10 4LU</b></p> <p>Two storey front extension.</p>	

<p><b>DM/18/1876</b></p> <p><b>7 Akehurst Close Copthorne RH10 3QQ</b></p> <p>Single storey rear extension, 2 storey front extension and new pitched roof over existing front bay window as approved on 18th May 2015 ref DM/15/1333.</p>	
<p><b>DM/18/1890</b></p> <p><b>2 Elger Way Copthorne RH10 3JJ</b></p> <p>Removal of existing rear conservatory and replace with proposed rear extension and also front extension.</p>	
<p><b>DM/18/1893</b></p> <p><b>Huntsland Court Turners Hill Road Crawley Down RH10 4HB</b></p> <p>Proposed demolition of single storey extension to front and side and erection of a single storey side and front extensions, first floor rear extension and two storey side extension, new roof over kitchen and bi-fold doors along with the re clad of the external walls with oak panels and painted render.</p>	
<p><b>DM/18/1896</b></p> <p><b>28 Newtown Copthorne RH10 3LZ</b></p> <p>Proposed ramped access to the side entrance and into the back garden.</p>	
<p><b>DM/18/1922</b></p> <p><b>1 Abergavenny Gardens Copthorne RH10 3RU</b></p> <p>Holm Oak (1) - Reduce to previous cut points, Crown lift up to 4m</p>	
<p><b>DM/18/1966</b></p> <p><b>15 Brookside Copthorne RH10 3QP</b></p> <p>Proposed single storey rear extension.</p>	
<p><b>DM/18/1999</b></p> <p><b>Wakehams Green Farm Copthorne Road Copthorne RH10 3PD</b></p> <p>Internally illuminated 2.70m high sign, for entrance direction to new 'off airport' parking centre.</p>	
<p><b>DM/18/2070</b></p> <p><b>Land Adjoining Tudor Cottage Old Hollow Copthorne RH10 4SZ</b></p> <p>Variation of Condition 12 relating to planning reference DM/17/1737- to alter the plans to allow for the addition of a balcony to the first floor master bedroom.</p>	

**16. Date of the next meeting – Monday, 25th June 2018 after the Full Council meeting.**

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

## Clerk's Report

**Meeting of the Planning & Highways Committee to be held on**

**Monday 4th June 2018 at 7.30PM**

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.

### **3. Declarations of Disclosable Pecuniary and Other Interests**

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.

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

- District Planning Committee – next meeting: June 14th 2018 at 19:00 hrs.
- Planning Committee A – next meeting: June 21st 2018 at 19:00 hrs.
- Planning Committee B – next meeting: June 7th 2018 at 19:00 hrs.

At the time of writing, there is no agenda for any meeting; the Clerk will provide a current update at the meeting.

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

Councillors will be asked to note the decisions contrary to the Parish Council's views.

#### DM/18/0885 – 5 Hawarden Close Crawley Down RH10 4PQ

WPC Objected – 27 Mar 2018

WPC Objected – 01 May 2018

MSDC Approved

Object as overdevelopment of site and unneighbourly.

Contrary to CDNP 4.1 a) and c), and 4.3.

#### DM/18/1277 – Marling Brookhill Road Copthorne RH10 3PR

WPC Objection – 19 Apr 2018

MSDC Approved

Object. Extension, south of the party line with Rustica is overbearing.

### **8. Appeals**

No new appeals to note.

### **9. Planning Compliance Action**

No new cases to note.

## 10. Section 106 monies

Meeting Report from the Infrastructure Working Party meeting is attached to the agenda.

## 11. Progress on Neighbourhood Plans

Report from the Clerk in relation to the MSDC Parish Briefing Session on 23rd May is attached to the agenda.

## 13. Highways Issues

- Traffic Regulation Order for London to Brighton Bike Ride 2018
- Early Warning Notice - Temporary Traffic Regulation Order - North Street, Turners Hill - Proposed start date 23/07/2018

## 14. New Planning Applications – To note the following information:

<b>DM/18/1000</b> <b>9 Fermandy Lane Crawley Down RH10 4UB</b>  Single storey rear/side extension. Conversion of garage to room.	<u>Recent History</u> Single storey rear/side extension conversion of garage to room. Ref. No: DM/16/5538   Status: Permission
<b>DM/18/1092</b> <b>46 Burleigh Way Crawley Down RH10 4UQ</b>  Proposed two storey side extension and demolition of existing garage (Amended plans received 26/4 altering design)	<u>WPC Comments 19 Apr 2018</u> Object. This appears to be accessed by a narrow drive off Burleigh Way. Without any design statement the Committee is only able to see an increase in property size with no statement to say what is being done about on-site parking. There is a loss of a garage without on-site parking space replacement. The flat roof is out of keeping with the style of the existing dwelling. The proposed development does not meet with CDNP4.3.
<b>DM/18/1228</b> <b>West House Crawley Down Road Felbridge RH19 2PS</b>  Construction of a workshop (amended plans and description 24 May 2018)	<u>WPC Comments 01 May 2018</u> Support but ask for non-severance clause.  1 letter of representation.  <u>Recent History</u> Construction of a rear extension to the garage. Ref. No: DM/17/5186   Status: Refused
<b>DM/18/1737</b> <b>Sleepy Hollow Turners Hill Road Turners Hill RH10 4PE</b>  Variation of condition No 3 relating to planning application DM/15/0891 to have the house constructed to Passivehouse standards although not having certification.	<u>Recent History</u> New detached 4 bed dwelling. Revised plans received on 21 May 2015 showing remodelling of proposed new dwelling. Ref. No: DM/15/0891   Status: Permission
<b>DM/18/1876</b> <b>7 Akehurst Close Copthorne RH10 3QQ</b>  Single storey rear extension, 2 storey front extension and new pitched roof over existing front bay window as approved on 18th May 2015 ref DM/15/1333.	<u>Recent History</u> Single storey rear extension, two storey front extension and new pitched roof over existing front bay window. Ref. No: DM/15/1333   Status: Permission
<b>DM/18/2070</b> <b>Land Adjoining Tudor Cottage Old Hollow Copthorne RH10 4SZ</b>  Variation of Condition 12 relating to planning reference DM/17/1737- to alter the plans to allow for the addition of a balcony to the first floor master bedroom.	<u>Recent History</u> Demolition of existing barn. Construction of a new four bedroom, one and a half storey dwelling. New access driveway. (Corrected site plan, existing elevations and garage plans received on 20/06/2017 and 23/06/2017) Arboricultural Impact Assessment received 4/9/17. Ref. No: DM/17/1737   Status: Permission

## Clerk's Meeting Report – Agenda Item 12

### MSDC Parish Briefing Session 23rd May 2018

Cllr Hitchcock and the Clerk attended this briefing session, along with Cllr Gibson, who attended as Chair of MSALC.

Present were Andrew MacNaughton, Cabinet Member for Housing and Planning, Judy Holmes MSDC Deputy CEO, Sally Blomfield, Divisional Leader for Planning and Economy and Lois Partridge, Business Unit Leader Planning Policy and economy.

There are still 2500 dwellings to be found over the Plan period.

Officers assured those present that now that the District Plan was in place, they would see a change in officer reports on applications, and the policies would be enforced.

Those applications that were granted permission for outline proposals prior to the District Plan being adopted, would have the reserved matters applications considered against policies in the new Plan.

Of the 16 made Neighbourhood Plans in the district, 9 have policies which are not in general conformity with the District Plan; of these, in 8 it is just one policy, in 1 it is two policies.

The Crawley Down Neighbourhood Plan does not conform in CDNP05 Control of New Developments, but only for b), that is, individual developments will not comprise of more than 30 dwellings in total. This is contrary to DP6 Settlement Hierarchy, DP12 Protection and Enhancement of Countryside and DP15 New Homes in the Countryside. The District Plan policies are more restrictive than 5 b). However, as Ian has previously advised para 184 of the NPPF<sup>1</sup> states that Neighbourhood Plans should not promote less development than in a Local Plan. But the District Plan as the most recently made plan takes priority over all other plans, so a development that Worth Parish Council might find acceptable under 5 b) would no doubt be refused by MSDC as being contrary to the District Plan.

We have verbal clarification that it is only 5 b) that is non-compliant, as previously reference was made to the whole of CDNP05. The Clerk will ensure that this is confirmed in writing, and will check future officer reports to see that this is adhered to.

Cllr Hitchcock asked if 5 b) were to be deleted, would that be a "minor modification". Sally Blomfield said that there was little point, as the rest of the Plan in its entirety did conform to District Plan policies.

DP30 Housing Mix makes no reference to specific housing mix, for example that there should be 25% three bed homes. This is the opportunity for Neighbourhood Plans to have a policy which reflects the needs of local communities, and should be considered during any review of Neighbourhood Plans if not already in place.

Councillors may recall that CPRE was concerned about footnote 9 to the draft revised NPPF para 14, where it states that a "recently brought into force" neighbourhood plan was defined as one which was "passed at referendum two years or less than the decision was made". This seemed to imply that Neighbourhood Plans needed to be reviewed every two years to have maximum weight.

MSDC has clarified that para 14 defines how Neighbourhood Plans would be used when there is a substantial undersupply of housing i.e. the district is not meeting its 5 year housing land supply target, and where those Plans contain policies and allocations to meet housing need. Note that Crawley Down NP does not have housing allocations.

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<sup>1</sup> NPPF = National Planning Policy Framework

General guidance is that Neighbourhood Plans should be reviewed every five years.

As advised above, currently 2500 additional dwellings need to be found over the Plan period. This figure could rise over the plan period, dependant on completions and on neighbouring districts fulfilling or otherwise their targets. DP6 Settlement Hierarchy defines how the shortfall is divided amongst the categories of settlement in the district, with Category 1 being the three towns of Burgess Hill, East Grinstead and Haywards Heath, and Category 5 being very small settlements with very limited access to services e.g. Ansty. Both Copthorne and Crawley Down are Category 2 settlements.

Within the categories, the shortfall has been allocated to the villages, with both Copthorne and Crawley Down having a shortfall of 49 each. This figure is not written in stone, and it is the allocation to the category that should be taken into consideration. The total shortfall in Category 2 is defined as 838. However, Cllr Gibson has estimated the actual shortfall to be in the region of 400, having taken into account recent permissions.

To try to find more development sites, MSDC has carried out a Call for Sites, and those sites that have come forward have been included in the SHELAA<sup>2</sup>. This information is now on the MSDC website. At the moment is effectively just a list of submissions; no assessment work has been completed. All sites for 5 units or above are being considered.

Work is underway on the assessments of all sites in the SHELAA; this will go to consultation in June 2019 and Examination in 2020.

As a result, towns and parishes were warned to expect developers approaching them keen for support for their sites submitted in the SHELAA. The Clerk is of the opinion that such developers should not be presenting to P&H or Full Council, as this can be open to future misinterpretation. Instead a defined group of councillors should be formed, such as Chairs and Vice Chairs of Council and P&H Committee plus the Clerk, to have a private meeting with developers promoting a site; a fact finding exercise only. This will be reported to P&H to be noted. This was the approach at the Clerk's previous Council Southwater, and also is the case at East Grinstead Town Council. Developers are required to show proof of community engagement and to present pre-app information to a public council meeting would "tick the box" without any real benefit to residents. This is obviously a matter for future discussion.

The Affordable Housing SPD<sup>3</sup> which provides detailed information on the requirements for on-site and off-site affordable housing provision has been out for consultation, and will be adopted in July 2018.

The last Monitoring Report<sup>4</sup> was last produced in 2015/2016 and an interim report will be issued in June 2018.

The CiL<sup>5</sup> is on hold, as this is under Government review. There are no proposals to change the clause allowing 25% of infrastructure support monies to go to areas with made Neighbourhood Plans.

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<sup>2</sup> Strategic Housing and Economic Land Availability Assessment

<sup>3</sup> Supplementary Planning Document

<sup>4</sup> Document which monitors progress against the Local Plan in terms of Business development, Town centres, Housing and Environmental quality. The housing aspect notes completions against permissions.

<sup>5</sup> Community Infrastructure Levy, the proposed replacement for s106 agreements



## **Clerk's Meeting Report – Agenda Item 12**

### Moving Forward with both Neighbourhood Plans

It was previously agreed to wait until after the Parish Briefing Session on 23rd May 2018 to decide the best approach in relation to both Neighbourhood Plans. See the Clerk's separate report on this meeting.

#### Crawley Down Neighbourhood Plan

This Plan was made in January 2016 and remains in force apart from CDNP05 b) relating to maximum housing numbers on sites.

General guidance is that plans should be reviewed every five years, so ideally this should be completed by January 2021.

Work to review the Plan might be (subject to discussion and agreement by the Sub Committee and P&H Committee)

- To monitor completions against permissions to ensure that local housing targets are being met
- To monitor completions of 2/3/4 and 5+ bed homes to ensure that local housing needs are being met
- To consider reviewing CDNP05 p) on housing mix, to ensure that this is still relevant
- To consider allocating sites in order to ensure that development is of the type that meets local needs, and to provide an element of protection against promotion of sites deemed contrary to policies.
- A general review of all policies to ensure compliance with the District Plan, and that still relevant.

Background work would need to be commissioned, for example, an updated housing needs survey.

#### Copthorne Neighbourhood Plan

This Plan is still in draft form, so carries no weight. The Sub Committee has only 8 members of the 12 agreed (Five councillors and three residents) Andrew Metcalfe of Enplan has been employed to oversee the writing of the Plan, but he is not able to actually write it. The Clerk has been allocated an additional two hours per week to administer the Sub Committee, but this is insufficient for her to write the Plan.

One option would be to employ an additional member of staff on a fixed term contract to write the Plan under the guidance of the Clerk (a role she carried out at her previous Council with a junior staff member) Once written, the draft can be presented to the Sub Committee in stages for amendment and/or approval. Andrew Metcalfe will ensure that all policies are compliant.

The Clerk is already making enquiries as to how to source an additional member of staff; she has also enquired if a junior member of staff at Enplan could be employed to carry out this task.

Background work such as a robust housing needs survey would also need to be carried out, as previous surveys have not been deemed sufficient

#### Combined Plan

Previously, the Crawley Down Sub Committee were not in favour of a combined Plan as it was thought this would jeopardise the decision of the Secretary of State. This has now been received

Both Andrew Metcalfe of Enplan, and Lindsay Frost at the recent Planning Training session have indicated that there is no reason why a combined plan cannot be considered. Sally Blomfield and Lois Partridge have given the same opinion, albeit verbally. The decision rests with the two Sub Committees, with a recommendation being made to the Full Council via P&H.

The two Plans are broadly similar, as Copthorne was based on Crawley Down. Copthorne is including areas of development constraint, around heritage assets such as listed buildings, and also countryside policies to try to protect landscape characteristics. Some of the Crawley Down policies have been updated in the Copthorne Plan to reflect changing circumstances.

The two villages are distinct communities, but this could be reflected in policies relevant to each area. A coalescence policy could be included to ensure the continued separation of the communities, with local gap designations.

Built up areas boundaries can be re-defined for both villages, which would assist in the application of the District Plan policy DP6 with its requirement for sites to be "contiguous with the BUAB".

Site allocations can be considered for both villages which would give the Plan additional weight.

On a practical level, a combined Plan would be easier to administer than two separate Plans, with one timetable for review. It should be more cost effective to carry out background work e.g. housing needs survey, over the whole parish rather than having two separate surveys.

However, apart from the administration, all of the above can be applied to two plans or one plan; the decision rests with the Council.

It may be helpful for Councillors to consider, if they were deciding on a brand new Neighbourhood Plan now, would they have one plan or two.

The Clerk would like instruction from the P&H Committee as to what action she should take.

Her recommendation would be to have a meeting of both Sub Committees together, to seek their views, plus the Clerk meeting with Sally Blomfield to confirm MSDC's opinion that a combined Plan is viable and practical, identifying any potential issues.

## ISWP Meeting Report

11:00 on Thursday, 17th May 2018

In attendance: Cllrs Blakemore, Field, Gibson and Hitchcock, Mrs J. Nagy, Clerk and Miss S. Vaughan, Assistant Clerk.

Having liaised with Elizabeth Lancaster from Mid Sussex District Council, the Assistant Clerk had prepared a document that explained what s106 monies were currently available to spend and narrowed this down by category and project.

The group discussed the following:

### Playspace

Possible play area at Pondsides in Crawley Down. It was noted that the land is owned by a Trust.

Update equipment in Copthorne play area.

Play area adjacent to Copthorne football field.

### Formal Sport

A Pavilion for The Crawley Down Tennis Club. It was noted that the building might not fit into this category.

Move children's football pitch to Haven Field – possibly buy land.

Bowling green for Copthorne.

Squash court for Copthorne.

Mini MUGA for tennis in Crawley Down.

### Community Buildings

Tennis pavilion with parking in Crawley Down at King George's Field.

Acoustic panels in the roof of the Copthorne Pavilion.

### The Public Art

The Assistant Clerk informed the group that the official description of Public Art is: 'The creation of an Art or Craftwork project, designed and/or made by professional artists and craftspeople, which enhances the appearance of the public realm' - Contributions must be spent as per the S106.

It was noted that that St John's Church was looking to add a floor mosaic to the entrance to the church.

### General Queries

The group wondered if funds for Local Community Infrastructure and Sustainable Transport could be merged to make improvements to the Worth Way.

The Assistant Clerk will look into 'North Area' funds available from other councils in the area.

**Worth Parish Council**  
**Minutes of the Planning and Highways Committee Meeting**  
**14th May 2018 at 20.30 hrs**

**Present:** Cllr Hitchcock (Chairman) Cllr Blakemore (Vice Chairman)  
Cllr Anscomb Cllr Casella  
Cllr Coote Cllr Gibson  
Cllr Phillips  
Mrs J Nagy (Clerk) 1 member of the Public

**262 Public Question Time**

**263 Apologies**

Apologies were noted from Cllrs Dorey, Field and Lord  
Absent: Cllrs Allen and Larkin

**264 Declaration of Pecuniary and Other Interests**

Cllr Casella expressed a personal interest in matters pertaining to Copthorne Carnival, as he is Chairman of the Carnival Committee.

**265 Minutes**

The Clerk advised that the Minutes in the meeting packs had the wrong date of 30th March instead of 30th April. She provided corrected hard copies and the Chairman confirmed that the correct version was in the Minutes file.

It was proposed by Cllr Anscomb seconded by Cllr Phillips and agreed by all present that the Minutes of the meeting held on 30th April 2018 were a true and correct record.

**266 Chairman's Announcements**

The Chairman had no announcements.

**267 Correspondence**

The correspondence was NOTED.

**268 Update on MSDC Planning Committee meetings**

- a) District Planning Committee – next meeting May 17th 2018 at 14:00 hrs. The Clerk apologised that this was incorrectly noted on the agenda as being on the 18th May at 19.00 hrs. There were no applications for Worth on the agenda
- b) Planning Committee A – next meeting May 24th 2018 at 19:00 hrs. No documents on the website
- c) Planning Committee B – next meeting June 7th 2018 at 19:00 hrs. No documents on the website.

**Councillors NOTED this information**

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

The following decisions were NOTED:

Reference	Address	WPC	MDSC
DM/18/0843	1 Border Chase Copthorne RH10 3QH	Noted	Approved
DM/18/0963	Tree Tops Copthorne Road Copthorne RH10 3PD	Support	Approved
DM/18/0967	Minors Turners Hill Road Crawley Down RH10 4EZ	Support	Approved
DM/18/0974	The Corals Copthorne Bank Copthorne RH10 3RE	Support	Approved

DM/18/1094	8A Copthorne Bank Copthorne RH10 3QX	Support	Approved
DM/18/0840	1 Border Chase Copthorne RH10 3QH	Object	Approved
DM/18/1125	Land Adjacent To Sandhill House Sandhill Lane Crawley Down RH10 4LD	Refer to Officer	Withdrawn
DM/18/0120	1 Pinetrees Close Copthorne RH10 3NX	Support	Withdrawn
DM/18/0838	3 Fairway Close Copthorne RH10 3PX	Support	Approved
DM/18/0591	Hurst Farm Turners Hill Road Crawley Down RH10 4HG	Object	Refused
DM/18/0998	Rushbrook Snow Hill Crawley Down RH10 3EG	Cond. Support	Refused

DM/18/0840: The Parish Council objected on the grounds of an un-neighbourly development with regard to the 4, Church Lane on the block plan. The District Council considered that the extension is modest in scale and the extension will be at an angle to no.4 resulting in it tapering away from the closest point.

CLlr Gibson asked if MSDC had contacted the Parish Council to advise of the intent to permit contrary to the Parish Council's views; the Clerk replied that it had not.

CLlr Gibson said that the Hurst Farm application needs further discussion (DM/18/0591 refers). He reminded councillors that whilst the Parish Council objected, it was only in relation to the number of dwellings – 45 – and if this has been reduced to 30, it would have been in conformity with the Neighbourhood Plan.

CLlr Coote said that he had spoken to Sally Blomfeld, MSDC Divisional Leader for Planning and Economy, on the matter; she said it might have been different if the application was discussed before the 5 year housing supply was established.

CLlr Gibson reminded members about the application for 12 dwellings at Dunnings Mill, East Grinstead (DM/15/2830 refers) which has been permitted by MSDC despite being contrary to DP6 Settlement Hierarchy, where sites contiguous with the BUAB will be permitted if for fewer than 10 dwellings. The applicant had argued that if refused, they would come back with a proposal for 9 dwellings with no affordable housing allocation. This is a loop hole which the MSDC should have considered when writing the District Plan.

The Ascots application (DM/17/3647) was approved as it was only one house in the countryside, despite being contrary to DP6. The Gibbshaven application (DM/18/0157) was for 30 dwellings on a rural exemption site; they too could say approve 30 or we will come back with a proposal for 9.

The Tiltwood application (DM/17/0402) was for two houses and is recommended for approval; however there have been 8 applications on the site accounting for 14 dwellings. This would appear to be contrary to DP6 in which does not allow for large sites "brought forward in phases that individually meet the threshold but cumulatively do not". However, Tom Clark was consulted at the meeting and ruled that anything that happened before DP6 existed does not count towards a cumulative figure.

CLlr Hitchcock noted that during the recent in house planning training session, consultant Lindsay Frost had expressed surprise that this could happen.

## 270 Appeals

### AP/17/0063 (DM/17/1490) – Land parcel at Turners Hill Rd, Firs Farm/Barns Court

The appeal against refusal to permit outline permission to erect up to 167 dwellings has been DISMISSED.

### AP/17/0064 (DM/16/5489)- Land at South Place And Hurst House Copthorne

The appeal against refusal to permit outline permission to erect up to 33 dwellings has been WITHDRAWN

### AP/18/0006 (DM/16/3804) – The Regency Hotel, Old Hollow, Copthorne

The appeal against refusal to permit outline permission to demolish existing building and out houses and construct 5 new dwellings has been DISMISSED

AP/18/0020 (DM/ Tudor Cottage Old Hollow Copthorne

An appeal has been LODGED against refusal to permit erection of a four bed dwelling.

The Parish Council objected on the grounds that the application is contrary to policies C1 and C2 of the Local Plan.

AP/18/0022 (DM/17/2010)- Land Adjacent To Woodstock Snow Hill

An appeal has been LODGED against refusal to permit erection of a four bed dwelling and garage.

The Parish Council objected on grounds of additional vehicle movements on shared driveway. being contrary to CDNP10a). Also contrary to CDNP04.2 Infill Housing, a), e) and g).

### **Councillors NOTED the appeal decisions and new appeals**

#### **271 Planning Compliance**

DM/15/4419 – Firs Cottage, Turners Hill Rd. A planting scheme was to be agreed and implemented to soften the impact of a new 1.8m close board fence. The original planting appears to have been moved, and the Clerk has asked Enforcement to investigate.

**Councillors NOTED this information.**

#### **272 Progress on Neighbourhood Plans**

Following the training session last week, the Committee may wish to re-address the issue of merging both Plans into one joint Parish Plan and the Clerk asked what the Committee wants to do in relation to possibly having Sub Committee meetings to re-consider this issue.

Cllr Gibson reminded Councillors that MSDC has advised that CDNP05 Control of new developments will no longer be given weight as it is contrary to the District Plan. He has since clarified with Sally Blomfield that it is only CDNP05 b) is contrary – “individual developments shall not be more than 30 in total etc”.

MSDC are to provide a table of where the District Plan is in variance with the local neighbourhood plans; hopefully this will be at the parish briefing session on 23rd May.

Cllr Gibson pointed out para 184 of the NPPF whereby it is permissible for a neighbourhood plan to promote more development than a local plan.

Cllr Coote advised that a combined Worth Neighbourhood Plan would take precedence over the District Plan, as it would be the more recent plan.

Cllr Blakemore voiced concern over his ability to take forward the Copthorne plan in his current role as Chairman of the Copthorne Neighbourhood Plan Sub Committee due to work commitments.

It was agreed to revisit the issue of a combined plan until after the parish briefing session on 23rd May.

#### Oakfield's Farm woodland creation/ leisure walk proposal

Mr Vincent is asking for confirmation or otherwise of the Council's support by 31st May. It has been suggested that this is incorporated into the Crawley Down Neighbourhood Plan, if revised. It was agreed that the following wording would be submitted in support of the proposals.

“The Parish Council supports the proposal to create new woodland south of the Worth Way, East of Crawley Down. The Council believes that the project offers an opportunity to take forward Proposal 03 (Green Infrastructure) of the made Crawley Down Neighbourhood Plan by creating ‘informal recreational areas’ and ‘sites of interest for nature conservation’. The Council has held initial discussions with the applicant and intends to continue and extend its

involvement if the project is approved.”

#### Extension of Worth Way

Resident Mr Prior has again been in contact in relation to an extension to the Worth Way cycle route. This project is on the list for s106 schemes, but it has been suggested that it is incorporated into the Copthorne Neighbourhood Plan.

Councillors expressed doubts as to the viability of the proposals, given that the extension would cross land owned by various different private owners.

It was agreed that the matter would be further discussed at the Section 106 Working Party meeting on 17th May.

### **273 Updates on the Mid Sussex District Plan**

The Clerk asked the Committee if they still wanted this as an agenda item.

It was agreed that due to ongoing consultations on Supplementary Planning Documents and the SHEELA that there were still matters to be considered, and that this item should remain on future agendas.

### **274 Highways Issues**

#### Copthorne Carnival

**Cllr Casella declared a personal interest in this item as he is Chair of the Copthorne Carnival Committee. He took no part in discussions.**

WSCC Highways has received a request for road closures (map in pack) for the Copthorne Carnival on 30th June 2018, and is seeking the Council’s formal support.

It was agreed by all present, with the exception of Cllr Casella, that the Council would have no objection to the road closure proposals.

#### Hophurst Drive

Cllr Hitchcock noted that improvements to the pavement had been carried out by WSCC around the school, and also the road had been surface dressed. The quality of the work is poor for example the kerb stones have been knocked over.

#### Hophurst Hill

Cllr Coote noted that Hophurst Hill has been surface dressed, with no repairs to potholes

It was AGREED that the Clerk would raise both Hophurst Drive and Hophurst Hill with Highways, to ascertain if the quality of work was deemed to be acceptable.

### **275 Planning Applications**

It was resolved that the recommendations contained in the following to be conveyed to the District Council.

**DM/17/5232**

**Land R/o Sylvesters Boarding Kennels Chestnut Lodge  
Furnace Farm Road Furnace Wood RH19 2PU**

Proposed replacement 3 bedroom dwelling (Amended plans received 13 April 2018)

Respond with same comments as previous, that is: Support, subject to evidence being confirmed that the proposal conform to CDNP 7 i a): Retention of Existing Employment Sites and the Use of Vernacular Buildings – it can be demonstrated that the on-going use of the premises or land for employment purposes is no longer viable. Note that no evidence has been supplied to date.

<p><b>DM/18/0165</b></p> <p><b>Tree Tops Copthorne Road Copthorne RH10 3PD</b></p> <p>Erection of wooden fencing to the boundary of property on Old Hollow and Copthorne Road. Widen gated access on to Copthorne Road with walled entrance and matching wooden gates.</p>	<p>Support erection of no higher than 1.8 metre fence, but ask for condition that planting scheme must be approved, implemented and maintained to soften the fence line</p>
<p><b>DM/18/1518</b></p> <p><b>4 Grange Farm Cottages Turners Hill Road Crawley Down RH10 4EY</b></p> <p>Proposed two storey front, side and rear extension with detached Granny Annexe to the front of the property.</p>	<p>Object, as contrary to CDNP 4.1 a) Building extensions, and CDNP 5 a) Control of new developments. If minded to permit, ask for non-severance clause.</p>
<p><b>DM/18/1590</b></p> <p><b>The Shrubbery Rufwood Crawley Down RH10 4HD</b></p> <p>(T1) Oak - remove lower branch overhanging drive by 3.5m and remove dead wood</p>	<p>Refer to the Tree Officer</p>
<p><b>DM/18/1606</b></p> <p><b>Lemon Meadow And Yew Tree Cottage Turners Hill Road Crawley Down RH10 4EY</b></p> <p>Replace existing clay roof tiles with sahtas restoration mix tiles, which have been successfully used on extensions to the properties. Roof strengthening works as specified by structural engineer.</p>	<p>Support</p>
<p><b>DM/18/1621</b></p> <p><b>Bilamau Copthorne Common Road Copthorne RH10 3JX</b></p> <p>Proposed two storey side extension and rear extension over existing garage to match adjoining dwelling.</p>	<p>Support, subject to there being sufficient off road parking</p>
<p><b>DM/18/1645</b></p> <p><b>2 Hillside Crawley Down Crawley West Sussex RH10 4XD</b></p> <p>Proposed first floor front extension.</p>	<p>Support</p>
<p><b>DM/18/1661</b></p> <p><b>The Martlets Copthorne Bank Copthorne RH10 3QX</b></p> <p>Demolition of existing outbuilding and construction of two storey side extension, rear first floor extension over existing and rear single storey extension.</p>	<p>Support</p>
<p><b>DM/18/1698</b></p> <p><b>Bankton Cottage Turners Hill Road Crawley Down RH10 4EY</b></p> <p>Demolition of the existing single-storey garage and single-storey rear extension. Construction of single-storey and two-storey extensions to the side and rear elevations. Construction of a porch to the north-facing elevation. Internal alterations, and associated hard and soft landscaping works.</p>	<p>Support</p>
<p><b>DM/18/1699</b></p> <p><b>8 Burleigh Way Crawley Down RH10 4LX</b></p> <p>Single storey extension to side and rear of property.</p>	<p>Support</p>

## 276 Date of the next meeting

The next meeting will be held on Monday 4th June 2018

*Meeting closed at 21.25 hrs*

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

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