

# Lindfield Parish Council

The Clock Tower House  
Lindfield Enterprise Park  
Lewes Road  
Lindfield  
West Sussex  
RH16 2LH

Parish Clerk: Mr A Funnell  
Tel: 01444 484115  
Email: clerks@lindfieldparishcouncil.gov.uk

24<sup>th</sup> December 2025

## To: Members of the Planning, Transport and Traffic Committee

You are hereby summoned to attend a meeting of the Planning, Transport and Traffic Committee (PTTC) to be held at the **King Edward Hall**, in the **Jubilee Room**, on **Tuesday 6th January 2026 at 7.45pm** to transact the following business:

Welcome and emergency announcements.

## AGENDA

1. To receive and accept any **apologies** for absence.
2. To receive any **Declarations of Interest** by Members in respect of any item on the agenda.
3. To **confirm and sign the Minutes** of the PTTC meeting held on 16<sup>th</sup> December 2025 [previously circulated].
4. **Questions/comments from members of the public** limited to a maximum of 15 minutes. *There will be an opportunity to speak on individual planning applications as they arise.*
5. To consider **responses to Planning Applications** received from Mid Sussex District Council (MSDC) detailed in Appendix One and other matters referred to the Parish Council by MSDC. *N.B. Up to two people for and up to two against each planning application will be permitted to speak for a maximum of two minutes each at the invitation of the Chair.*
6. To receive **reports on any significant planning decisions or issues** made by MSDC, West Sussex County Council (WSCC) or other authority for consideration and to agree any further action which may need to be taken before the next Planning, Transport & Traffic Committee meeting.
7. **Report on issues addressed since the previous PTTC meeting to meet external deadlines** and to consider further action required, if any.
8. **Budget Report** [deferred to 27/1/26]
9. **Outstanding Action Points** [deferred to 27/1/26]
10. **Transport and Traffic Working Group 2026** – update, if any.
11. **Matters Arising** after the preparation of this Agenda, which the Chair agrees to take as urgent. Such matters will be for noting or deferral to a future meeting only.

*T Cruickshank*

**Tracy Cruickshank**  
**Deputy Parish Clerk**

cc: All other Parish Councillors, WSCC Cllr Garry Wall, MSDC Cllr Cavan Wood and Cllr Anne-Marie Cooke, Lindfield Society

The Planning, Transport and Traffic Committee next meets on Tuesday 27<sup>th</sup> January 2025.

**Appendix One - Agenda Item 5: Planning Applications received from Mid Sussex District Council**

Item	Year	Ref	Property	Street	Proposal
1	2025	3131	Marlow House / 107	High Street	Retrospective planning permission for a variation to the scheme approved under DM/22/3694, incorporating some reinstatement works.
2	2025	3132	Marlow House / 107	High Street	Retrospective planning permission for a variation to the scheme approved under DM/22/3694, incorporating some reinstatement works.
3	2025	3208	30	West Common Drive	2 x Conifers - Fell. 2 x Willows - Coppice. Hazel - Coppice.
4	2025	3159	Fernwood / 10	Meadow Drive	Proposed single storey side and rear extension
5	2025	3231	Land to rear of 15, 17 & 19	Portsmouth Wood Close	Various works to Sweet Chestnut, Hornbeam, Beech, Oak and Hollie trees (located to the rear of numbers 15, 17 and 19) as described on application form
6	2025	3243	38	Backwoods Lane	Single storey front porch, side extension, rear extension. Hip to gable loft conversion with rear dormer and rooflights to front elevation. Amendment to existing dropped kerb.
<p>Notes:</p> <ol style="list-style-type: none"> <li>1. Lawful Development Certificate (LDC) applications ("...an application to establish whether the development is lawful...") - no response will normally be provided.</li> <li>2. Where application addresses are listed more than once with different reference numbers but the same description, this indicates that more than one type of planning application is required for the work (e.g., both a Householder or Full application and Listed Building Consent)</li> </ol>					

Members of the public should also submit their comments on Planning Applications directly to Mid Sussex District Council (the Local Planning Authority, who will make the planning decision) in accordance with advertised expiry dates. See <https://www.midsussex.gov.uk/planning-building/view-and-comment-on-planning-applications/>