

# Lindfield Parish Council

Minutes of the **PLANNING, TRANSPORT, and TRAFFIC COMMITTEE (PTTC)** meeting held on  
Tuesday 16<sup>th</sup> December 2025 in the King Edward Hall, Lindfield.

## PTTC Members:

Parish Councillors:

Mrs V Upton (Chair)	Mrs A Matthews
Mr T Webster (Vice-Chair)	Mr S Nisbett*
Mrs A Beecroft	Mr I Wilson
Mrs I Burns	Mr D Woolley
Mr D Lowman	

\* Denotes absence from the meeting

**In attendance:** No members of the Public  
Mr D Parsons & Mrs T Cruickshank (Deputy Parish Clerks)

Before the meeting commenced Cllr Webster gave a presentation thanking David Parsons (Deputy Clerk) for his work over the past eight years, and on behalf of the council wished him well on his retirement.

The Meeting commenced at **20:00**.

## 495. Apologies

495.1 Apologies were received from Cllr Nisbett and the reason accepted.

## 496. Declarations of Interest

496.1 Cllr Beecroft declared interests in Item 11 and planning application DM/25/2538.

## 497. Approval of Minutes

497.1 The draft Minutes of the Planning Transport and Traffic Committee meeting held on 25<sup>th</sup> November 2025, having previously been circulated were **agreed** as a true and correct record of the meeting.

## 498. Questions/comments from members of the public

498.1 None

## 499. Planning Applications and other matters referred to the Parish Council by Mid Sussex District Council (MSDC), West Sussex County Council (WSCC) for consideration.

Appendix One shows the application details and agreed responses. For each application, the observations of the members who had studied the plans were read out and any public comments received, before discussion by the Committee, as summarised below (where applicable).

## 500. Reports on any significant planning decisions or issues

500.1 Committee did not wish to withdraw their previous response and therefore **noted** the report in respect of **AP/25/0055 33 Dukes Road**

The following decisions were **noted**

Refusal DM/25/1103 and 1104, Marlow House, 107 High Street

Refusal DM/25/2139 - Esmeralda Cottage 43 West Common

## 501. Report on any issues addressed since the previous PTTC meeting to meet external deadlines and to consider further action required, if any.

501.1 None.

## 502. Budget Report

502.1 Committee **noted** there were no new updates.

## 503. Outstanding Action Points

503.1 Committee **noted** the Outstanding Action Points in the report circulated.

## 504. Transport and Traffic Working Group 2025

504.1 The committee **noted** Cllr Woolley's report.

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## 505. Lindfield Cricket Club

Cllr Beecroft took no part in the discussion having previously declared an interest in this item.

The Deputy Clerk referred his report. The Chair and Vice Chair of the committee had met with representatives of Lindfield Cricket Club (LCC) on 17<sup>th</sup> April 2025 in response to LCC's initial proposals for a second square on the common. This meeting was undertaken under the approach outlined by the National Association of Local Councils (NALC) in respect of pre-application developments, which LPC have adopted.

The report was **noted** and it was **agreed** that it was appropriate to await a formal application to MSDC before considering any response from LPC. Once an application is received from MSDC this will be discussed at Full Council.

## 506. Real Time Passenger Information (RTPI)

The report was **noted**.

## 507. MSDC Parking Strategy

The Deputy Clerk referred to his report.

MSDC are now progressing their parking strategy and have provided details of the way forward and proposed timings. MSDC are seeking consent from WSCC Highway Authority after which the formal Off Street Parking Places Amendment Order can be published, and a formal public consultation will take place.

The report was **noted**. After a brief discussion it was **agreed** that the committee would like to put some questions to MSDC to gain clarity around enforcement and other operations. Members will email their questions to the Deputy Clerk for collation. Once a response has been received from MSDC the item will be brought to Full Council for further discussion.

## 508. Matters Arising (for noting or deferral to a future meeting only)

None

The meeting closed at 20:38.

The Committee next meets on Tuesday 6<sup>th</sup> January 2026.

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## Appendix One – Responses to Planning Applications received from Mid Sussex District Council

Item	Year	Ref	Property	Street	Proposal
1	2025	2980	26B	Pelham Road	Erection of boundary fence, widening of existing driveway, installation of new patio and general landscaping works.
<b>Response:</b> Lindfield Parish Council objects to the height of the proposed 1.9-meter fence. This fence is contrary to the open frontage street scene in Pelham Road as well as surrounding roads. Should this fence been approved, it would radically change the perception of the width of the street. The Parish Council has no objections to the proposed changes relating to the driveway hardstanding.					
2	2025	3036	Oak Trees	Roundwood Lane	T1: Oak, reduce upper canopy by 6m. T2: Oak, drop crotch canopy reduction by 2m. T3: Oak, drop crotch canopy reduction by 2m.
<b>Response:</b> Lindfield Parish Council has no objection to this application.					
3	2025	3023	2	By Sunte	Replacement garage and two storey side extension to the East. New roof light to South elevation. New French doors to South elevation replacing existing single door. New French doors to South elevation
<b>Response:</b> Lindfield Parish Council has no objection to this application.					
4	2025	2913	Le Flamant/64	High street	Variation of condition no 8 (opening hours) relating to planning application DM/24/1445
<b>Response:</b> Lindfield Parish Council has no objection to this application.					
5	2025	3061	Oak lee	Compton Road	T1 – Oak crown reduction overall by 4-5 m.
<b>Response:</b> Lindfield Parish Council has no objections to this application.					
6	2025	3044	The Long House / 6	The Wilderness	Retrospective planning application for new boundary fence.
<b>Response:</b> Lindfield Parish Council has no objection to this application.					
7	2055	2538	Land at 18 & 19	Dukes Road	Ash Tree (T2) - Remove. Mature Sweet Chestnut (T3) - Remove overhanging branch. Sycamore Tree (T4) - Reduce Crown to previous points. Row of Young Cypress (G5) - Cut Back overhanging branches to rear boundary lines of plots 3-11. Sycamore (T6) - Remove. Sweet Chestnut (T8)- Remove broken branch by 7 metres (Amended Site Address 03.12.2025)
<b>Response:</b> Lindfield Parish Council has no objection to this application.					
8	2025	3087	St Romolo / 24	Sunte Avenue	Modified doors and windows to the side elevation, new doors to the rear elevation
<b>Response:</b> Lindfield Parish Council has no objection to this application.					

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Item	Year	Ref	Property	Street	Proposal
9	2025	2227	1	Francis Road	Proposed part side extension with a lean to roof and velux window. Part demolition of existing rear extension and change of fenestration. Ground floor, first floor and second floor renovation. New conservation style velux windows to front and rear roof slopes. New windows to side first floor (Amended description and plans received 04.12.2025)
<b>Response:</b> Lindfield Parish Council previous response stands “Lindfield Parish Council has no objections to this application, subject to the Conservation Officers satisfaction.”					
10	2025	3138	30	The Welkin	T1 – Lime _ Remove tree to near ground level.
<b>Response:</b> Lindfield Parish Council has no objection to this application.					
Notes: 1. Lawful Development Certificate (LDC) applications (“...an application to establish whether the development is lawful...”) - no response will normally be provided. 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)					