

# Lindfield Parish Council

Minutes of the **PLANNING, TRANSPORT, and TRAFFIC COMMITTEE** meeting held on  
Tuesday 21<sup>st</sup> **November 2023** in the King Edward Hall, Lindfield.

## **P&TC Members:**

Parish Councillors: Mrs V Upton (Chair)  
Mrs A Matthews\* (Vice-Chair)  
Mrs A Beecroft  
Mr W Blunden  
Mrs I Burns  
Mrs L Grace\*  
Mr S Nisbett  
Mr T Webster  
Mr I Wilson  
Mr D Woolley  
\* Denotes absence from the meeting

**In attendance:** Lindfield Society  
Mr D Parsons (Deputy Parish Clerk)

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

## **100. Apologies**

100.1 Apologies from Cllrs Grace and Matthews were received and accepted.

## **101. Declarations of Interest**

101.1 There were no declarations of interest.

## **102. Approval of Minutes**

102.1 The Chair noted that the draft Minutes of the Planning and Traffic Committee meeting held on 31<sup>st</sup> October 2023 had previously been circulated and sought any members comments. Committee **agreed** that the Chair should sign the Minutes as a true record of the meeting.

## **103. Questions/comments from members of the public**

103.1 None.

## **104. 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 specifically studied the plans were read out and any public comments received, before discussion by the Committee, as summarised below (where applicable).

104.1 In respect of DM/23/2909, Land North of Pond on Area Beside Path Entrance To Nos. 21,23 and 25, High Street, the Lindfield Society explained that the tree is actually on private land adjoining the footpath. Unfortunately, the tree is in poor condition due to a combination of damage to limbs over time and its location within paving, such that replacement is relatively impractical. Also, that the current tree's location results in significant bird mess on the nearby benches, increasing ongoing maintenance in terms of more frequently washing down the benches and periodic refurbishment.

**105. 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 scheduled meeting.

105.1 **AP/23/0056, Wincote, 63 High Street** – members were advised that following MSDC's refusal of the application for new double-glazed windows and doors, the applicant has submitted an appeal to the Planning Inspectorate.

105.2 **DM/23/2237, 50 By Sunte** – members were advised that MSDC's permission for this application included a requirement for a replacement tree, which was in line with the consultation response given by LPC.  
Members **noted** the above.

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**106. Report on any issues addressed under the councils Scheme of Delegation** and to consider further action required, if any.

106.1 Members considered the report previously circulated and **noted** the following items:

- a) Letter to WSCC regarding proposed Lewes Road TRO.
  - b) Response to WSCC Draft Active Travel Strategy and LCWIP Consultation Survey.
- No further action is required.

**107. 2024 - 25 Budget Report**

107.1 Members considered the report previously circulated outlining the proposed 2024 - 25 budget and timetable for approval. In response to questions raised by Cllr Grace at the previous PTTC meeting on 31<sup>st</sup> October, members were advised that the proposed budget is designed to appropriately address all assets currently under the remit of PTTC.

107.2 Cllr Beecroft questioned whether the budget and reserve lines for SIDs represented any duplication. The Deputy Parish Clerk advised that the reserve would provide a contribution towards a new SID when required but would not be sufficient to cover likely purchase costs, and would be 'topped up' from the budget figure, which also provided for some maintenance and replacement (e.g. batteries and sundry fitments) on the existing SIDs.

107.3 As proposed by the Chair and seconded by Cllr Blunden, members **agreed** that the proposed PTTC budget should be submitted to F&GP on 12<sup>th</sup> December 2023.

**108. Lewes Road TRO**

108.1 Recognising the letter sent to WSCC detailed under Item 106.1a) above, members were advised that WSCC's moderation of the proposal had been further delayed and a response from WSCC was awaited. Members **noted** the current position.

**109. Kerbside EV Working Group**

109.1 Cllr Woolley advised that the Working Group had completed its deliberations and would present a report to the next PTTC. Members **noted** the current position.

**110. Cycleways**

110.1 Cllr Nisbett advised that the SHLAT group was next due to meet on 5/12/23. Members **noted** the current position.

**111. Outstanding Action Points**

111.1 Committee **agreed** that the two items shown as completed in the previously circulated report should be removed from current tracking and **noted** the remaining outstanding items.

**112. Matters Arising (for noting or deferral to a future meeting only)**

112.1 None

The meeting closed at 20:18.

The **Planning, Transport and Traffic Committee next meets on Tuesday 12<sup>th</sup> December 2023**  
at 8pm in the King Edward Hall.

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

Item	Year	Reference	Property	Street	Proposal
1	2023	2737	Wayside / 37	West Common	Erection of a single storey rear extension extending beyond the rear wall of the original house by 5.5m, to a maximum height of 3.5m and the height of the eaves to 3.3m
<b>Response:</b> Lindfield Parish Council has no objections to this application, subject to matching materials being used.					
2	2023	2728	12	Eastern Road	Two-storey extension to the rear.
<b>Response:</b> Lindfield Parish Council has no objections to this application, subject to matching materials being used.					
3	2023	2721	Marlow House / 107	High Street	T1 Sycamore - reduce height from 24m to 16m to previous crown reduction points. Prune laterally on North, South, East and West sides by 3m to previous crown reduction points.
<b>Response:</b> Lindfield Parish Council has no objections to this application.					
4	2023	2783	Wayside / 37	West Common	Beech Tree - remove two branches on NW side.
<b>Response:</b> Lindfield Parish Council has no objections to this application.					
5	2023	2785	Marlow House / 107	High Street	Replacement front entrance door. This application seeks to amend the design approved under references DM/22/3694 and DM/22/3695, and the detailing subsequently approved under Discharge of Conditions references DM/23/1565 and DM/23/1605
<b>Response:</b> Lindfield Parish Council has no objections to this application provided that that any door furniture is appropriate to the property and conservation area.					
6	2023	2600	Littlecote House / 28	Compton Road	Install roof light within the existing flat roof to allow for access to main roof and to fit access hatch internally in commercial area
<b>Response:</b> Lindfield Parish Council has no objections to this application.					
7	2023	2814	54	Sunte Avenue	1 x Horse Chestnut - Fell. Propose to replace and replant a Summer Red Acer or a Silver Birch
<b>Response:</b> Lindfield Parish Council (LPC) objects to the felling of this tree in the absence of evidence that it is diseased and dangerous, or causing damage to property. LPC is keen to avoid the unnecessary removal of significant, species trees, recognising their positive impact on the natural environment, in terms of visual amenity, wildlife habitat and air quality. If removal does prove necessary, a Silver Birch would appear suitable as these are a more valuable tree in terms of the number of species they support.					

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Item	Year	Reference	Property	Street	Proposal
8	2023	2827	8	Hickmans Close	Partially demolish existing rear extension/garage/carport, add new single storey rear/side extension to enlarge kitchen, dining and utility room, single storey side extension to add new front door lobby, single storey side extension to add new garage/storeroom, remove existing front bay window and replace with new bay window and zinc canopy, replace upvc windows with timber windows, add white painted timber cladding to upper parts of elevations
<b>Response:</b> Lindfield Parish Council has no objections to this application.					
9	2023	2872	The Garden Cottage, Old Place	High Street	T1 Silver Birch - Fell.
<b>Response:</b> Lindfield Parish Council has no objections to this application.					
10	2023	2852	36	Finches Park Road	Single storey front extension and single storey rear extension
<b>Response:</b> Lindfield Parish Council has no objections to this application, subject to the satisfaction of MSDC's Flood Risk and Drainage Team.					
11	2023	2909	Land North Of Pond On Area Beside Path Entrance To Nos. 21,23 And 25	High Street	Single Prunus (Flowering Cherry) - fell and grind stump
<b>Response:</b> Lindfield Parish Council has no objections to this application.					

**Notes:**

1. Lawful Development Certificate (LDC) applications - 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)