

# Lindfield Parish Council

Minutes of the **PLANNING AND TRAFFIC COMMITTEE** meeting held on  
Tuesday **23<sup>rd</sup> May 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 absent from meeting  
# elected at this meeting

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

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

## **1. To elect a Chair**

- 1.1 Cllr Matthews proposed Cllr Upton, seconded by Cllr Blunden. Cllr Upton advised that she was willing to be Chair of P&TC and members **agreed** accordingly.
- 1.2 Cllr Upton assumed the position as Chair.

## **2. To elect a Vice-Chair**

- 2.1 Cllr Blunden proposed Cllr Mathews, seconded by the Chair. Cllr Mathews advised that she was willing to be Vice-Chair of P&TC and members **agreed** accordingly.

## **3. Apologies**

- 3.1 None received.

## **4. Declarations of Interest**

- 4.1 None

## **5. Approval of Minutes**

- 5.1 The Chair noted that the draft Minutes of the Planning and Traffic Committee meeting held on 25th April 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.

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

- 6.1 None.

## **7. 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). For applications where the Lindfield Society (LS) had no comments, or their view was 'No objection' this is not recorded.

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8. **To receive reports on any significant planning decisions or issues** made by MSDC, West Sussex County Council (WSSC) or other authority for consideration and to agree any further action which may need to be taken before the next scheduled meeting.
  - 8.1 **DM/23/0602 40 Bancroft Drive** – MSDC have given permission for this application, in respect of which LPC were concerned at the loss of off-road parking provision.
  - 8.2 **DM/23/0059 & 0060 Wincote, 63 High Street** – MSDC have refused permission for the installation of double glazed windows in this listed building. LPC raised no objections subject to the Conservation Officer's satisfaction in the light of Historic England's comments.
  - 8.3 Committee **noted** these decisions.
  
9. **Report on any issues addressed under the councils Scheme of Delegation** and to consider further action required, if any.
  - 9.1 None
  
10. **Community Infrastructure Levy (CIL) consultation**
  - 10.1 Committee **agreed** to respond in accordance with the report provided.
  
11. **TRO Updates**
  - 11.1 Cllr Woolley saw no legitimate reason for vehicles to be parked on Black Hill and that timed single yellow lines were therefore not appropriate; he did not consider that the additional street signage which would be required with single yellow lines was a material consideration. Cllr Mathews agreed that double yellow lines would be more appropriate, with Cllr Upton noting that vehicles parked in this location can be a danger to other road users. Cllr Burns also agreed that double yellow lines were appropriate but was concerned about the children's pick up, noting that the tennis courts car park was full by 2.30pm and questioned whether additional parking elsewhere should be considered. Cllr Matthews commented that the closure of the path between the two primary schools had exacerbated the parking problem but noted that the car park behind the Co-op and street parking in Chaloner Road could provide options to alleviate the pressures currently being seen on Black Hill. Cllr Blunden noted that such yellow lines would likely result in increased pressures on adjoining roads.
  - 11.2 Committee **noted** the updates provided in the report and **agreed** to continue supporting double yellow lines on Black Hill in an endeavour to address the inappropriate parking and damage to the grass verges.
  
12. **Real Time Passenger Information (RTPI) Update**

The Deputy Parish Clerk advised that the new signage was due to be delivered and installed this month.
  
13. **Outstanding Action Points**

Members **noted** the report provided.
  
14. **Matters Arising.**
  - 14.1 Cllr Grace asked for consideration of new members for the cycleway working group. The Deputy Parish Clerk advised that the make-up of this group and the Lewes Road TRO group would be agenda items for the next P&TC meeting.

The meeting closed at 20:45.

**The next P&TC Meeting is scheduled for Tuesday 6<sup>th</sup> June 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	0874	Firs Cottage / 155	High Street	Erection of lean-to greenhouse, measuring H 197.8cm W 192.9cm D 66.6cm, against an existing wall within the curtilage. To provide level base for the greenhouse, a dwarf wall measuring 205cm by 75cm has been built, with a max height of 13cm. To provide a complete rear wall to the greenhouse, an existing brick wall, within the curtilage, has been raised by 16cm for a length of 235cm
<b>RESPONSE:</b> Lindfield Parish Council has no objections to this application.					
2	2023	0875	Firs Cottage / 155	High Street	Erection of lean-to greenhouse, measuring H 197.8cm W 192.9cm D 66.6cm, against an existing wall within the curtilage. To provide level base for the greenhouse, a dwarf wall measuring 205cm by 75cm has been built, with a max height of 13cm. To provide a complete rear wall to the greenhouse, an existing brick wall, within the curtilage, has been raised by 16cm for a length of 235cm
<b>RESPONSE:</b> Lindfield Parish Council has no objections to this application.					
3	2023	1078	33	Pickers Green	Proposed single storey rear extension and alteration to front dormer.
<b>RESPONSE:</b> Lindfield Parish Council has no objections to this application, subject to matching materials being used.					
4	2023	1087	Old Barn Studio	Chaloner Road	Erection of single storey rear extension
<b>RESPONSE:</b> Lindfield Parish Council has no objections to this application, subject to matching materials being used.					
5	2023	1099	7	Shenstone	Proposed flat roof rear extension and garage conversion. This is an application to establish whether the development is lawful. This will be a legal decision where the planning merits of the proposed use cannot be taken into account.
<b>RESPONSE:</b> no response submitted					
6	2023	0985	The Black Duck Store / 43	High Street	Proposed new shop front awning to be placed below the shop fascia as per existing awning which was removed due to customer safety and aesthetics
<b>RESPONSE:</b> Lindfield Parish Council has no objections to this application.					

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Item	Year	Reference	Property	Street	Proposal
7	2023	1123	The Garden Cottage, Old Place	High Street	T1 Silver Birch - Fell.
<b>RESPONSE:</b> Lindfield Parish Council has no objections to this application.					
8	2023	1163	26	Hickmans Drive	Proposed single storey side and rear extensions following demolition of existing side projections. Alterations to existing driveway.
<b>RESPONSE:</b> Lindfield Parish Council has no objections to this application.					
9	2023	0845	Land Rear of 37A	Pelham Road	Proposed erection of 3 No detached garages
<b>RESPONSE:</b> Lindfield Parish Council has no objections to this application, subject to the updated flood risk assessment as requested by MSDC. Noting the neighbours comment, consideration should be given to restricting the use of the garages to non-commercial purposes.					
10	2023	1185	8	The Chestnuts	Proposed single storey side extension to provide ground floor living accommodation.
<b>RESPONSE:</b> Lindfield Parish Council has no objections to this application subject to an appropriate tree survey and root protection for the mature oak at T2, to ensure no peril from either the extension or new foul water connection.					
11	2023	1227	37	Meadow Lane	Non Material Amendment to planning application DM/22/3585 - omit render and build face brickwok to full height of eaves.
<b>RESPONSE:</b> Lindfield Parish Council has no objections to this application, subject to the new bricks matching the existing.					
12	2023	1233	Swallows	Roundwood Lane	Timber porch to replace existing
<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)