

Lindfield Parish Council

Minutes of the **PLANNING, TRANSPORT, and TRAFFIC COMMITTEE (PTTC)** meeting held on Tuesday **23rd September 2025** in the King Edward Hall, Lindfield.

PTTC Members:

Parish Councillors:

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

* Denotes absence from the meeting

In attendance: Two members of the public
Mr D Parsons (Deputy Parish Clerk)

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

449. Apologies

449.1 Apologies were received from Cllrs Webster and Wilson and the reasons accepted.

450. Declarations of Interest

450.1 None.

451. Approval of Minutes

451.1 The Chair noted that the draft Minutes of the Planning and Traffic Committee meeting held on 2nd September 2025 had previously been circulated and sought any members comments. The committee **agreed** that the Chair should sign the Minutes as a true record of the meeting.

452. Questions/comments from members of the public

452.1 None

453. 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).

- 453.1 Two members of the public attended in respect of **DM/25/2139 Esmerelda Cottage, 43 West Common** and the Chair agreed for this to be brought forward on the agenda. Mr Wren, a resident of a neighbouring property, highlighted his concerns in respect of the proposed works, including the asymmetrical 6m platform with floor to ceiling openings in the current roofspace, which he considered overbearing and oppressive, creating an unacceptable level of overlooking for affected neighbours. He highlighted that this appeared contrary to the six principles set out in MSDC's guidance. He noted that the plans as presented omitted neighbouring affected properties and, if approved, would change the property into a material outlier within a coherent area of Townscape Character. Committee **agreed** that it would object to the proposal, being particularly concerned as to its lack of sympathy with the original form of the property.
- 453.2 In respect of **DM/25/2144 The Holt, 78 High Street**, Committee **agreed** to submit an objection to the works proposed by a neighbour on the Beech tree, recognising its apparent maturity and good state of health. Further, that the owner should be approached as to whether a Tree Preservation Order should be applied for. *Since the meeting, MSDC have advised that the works proposed have been reduced in scope and that the tree is not considered to be 'under threat.' It therefore would not currently meet the criteria for a TPO.*

454. Reports on any significant planning decisions or issues

454.1 None.

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

455.1 None.

Lindfield Parish Council

456. Budget Report

456.1 Committee **noted** that there had been no expenditure to date in the financial year 2025/26 and the timetable for next year's budget proposals (discuss at 14/10/25 meeting with a view to agreeing proposals at 4/11/25 meeting).

457. Outstanding Action Points

457.1 Committee **noted** the Outstanding Action Points and completed items in the report circulated.

458. MSDC Licensing Application – King Edward Hall Village Day Committee

458.1 Committee considered the report provided and **agreed** not to object to the application; that separately letters should be sent to both the King Edward Hall and Lindfield Cricket Club encouraging them to ensure that toilet provision for Village Day was suitable, appropriately located and signposted.

459. Scaynes Hill to Lindfield Active Travel (SHLAT) WSCC Update

459.1 Committee **noted** the latest developments detailed in the report, with Cllr Nisbett advising that SHLAT had a meeting today to consider its next steps.

460. Transport and Traffic Working Group 2025

460.1 Committee **noted** the report previously circulated.

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

461.1 None

The meeting closed at 20:27.

The Committee next meets on Tuesday 14th October 2025.

Lindfield Parish Council

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

Item	Year	Ref	Property	Street	Proposal
1	2025	2158	Old Place Cottage, Old Place	High Street	T1 - Scots Pine - Reduce lowest limb over White Lodge garden, back to previous cut points, approx 3m. Reduce lowest limb growing towards property by approx 2m and no further than previous cut points. Lowest limb over Old Place garden, remove (split and damaged). Also remove lowest split limb from lowest primary branch and reduce secondary growth approx 4m back to previous points. T2- Scots Pine - remove lowest secondary, drooping limb back to primary branch.
Response: Lindfield Parish Council has no objection to this application.					
2	2025	2144	The Holt / 78	High Street	(T1) Copper Beech Tree - Remove the 4 lowest branches that overhang 34 Dukes Road
Response: Lindfield Parish Council objects to this application noting that this apparently healthy and impressive heritage native tree tree is clearly visible from the public domain and should be protected accordingly					
3	2025	2139	Esmeralda Cottage / 43	West Common	Proposed first floor side extension and roof alterations, rear facing dormer window, front facing roof light window and removal of chimney
Response: Lindfield Parish Council objects to this application, considering that the proposed dormer is not sympathetic to the original form of this property. Further, it does not respect the street scene presented by the row of similar and unmodified neighbouring houses, within Lindfield's Area of Townscape Character, as detailed in the Lindfield and Lindfield Rural Neighbourhood Plan.					
4	2025	2065	St Johns Lodge / 151	High Street	Magnolia grandiflora-Crown raise by 3m and crown reduce by 2m. (Amended Description due to removal of hedges from application)
Response: Lindfield Parish Council has no objection to this application.					
5	2025	2227	1	Francis Road	Proposed part side extension with pitched roof and velux window. Part demolition of existing rear extension and change of fenestration. Change of fenestration to the back first floor elevation. Ground floor, first floor and second floor renovation. New conservation style velux windows to front and rear roof slopes. New timber fence and gate to front garden. New windows to front and side elevations.
Response: Lindfield Parish Council has no objection to this application, subject to the Conservation Officer's satisfaction.					
6	2025	2235	23	Meadow Drive	Proposed works to extend the side and rear of the existing dwelling to provide a larger living areas to the ground floor and an additional bedroom space at first floor.
Response: Lindfield Parish Council has no objection to this application.					
7	2025	2274	5	Hickmans Lane	New porch, single-storey rear extension, rear box dormer loft conversion, and internal alterations. 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.
Response: No response submitted					

Lindfield Parish Council

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

Item	Year	Ref	Property	Street	Proposal
8	2025	2308	Froyls / 125	High Street	Birch Tree - Fell to ground level
Response: Lindfield Parish Council (LPC) objects to this application noting that this fine birch tree has a TPO and should be protected accordingly. LPC questions whether it would be appropriate for some minor trimming or pruning to assuage concerns regarding its proximity to property.					
9	2025	2298	12	Brook Lane	Householder application to allow for a two storey side extension, two storey and single storey rear extension, new front porch and new car port with new entrance gates.
Response: Lindfield Parish Council has no objection to this application.					
10	2025	2306	25	Portsmouth Wood Close	Single storey rear extension, part garage conversion, internal remodelling and rear plot boundary treatment acoustic fence
Response: Withdrawn - no response submitted					
11	2025	2310	Lindfield Academy	School Lane	T126 Sycamore- Re-pollard to old pruning points. T131 Sycamore- Fell. T206- Black Poplar- Pollard at 8m
Response: 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)					