

Lindfield Parish Council

DRAFT SUBJECT TO THE APPROVAL OF PTTC ON 21st APRIL 2026

Minutes of the **PLANNING, TRANSPORT, and TRAFFIC COMMITTEE (PTTC)** meeting held on Tuesday **31st March 2026** 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
Mrs T Cruickshank (Deputy Parish Clerk)

The Meeting commenced at **19.45**.

559. Apologies

559.1 There were no apologies.

560. Declarations of Interest

561. There were no declarations of interest.

562. Approval of Minutes

562.1 The draft Minutes of the Planning Transport and Traffic Committee meeting held on 10th March 2026, having previously been circulated were **agreed** as a true and correct record of the meeting.

563. Public Forum

563.1 None

564. 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).

565. To note appeals lodged and appeal decisions made, to note any licencing applications

AP/6001712 relating to **DM/25/1631** 33 Dukes Road – Appeal dismissed.

Licensing Applications received

LI/26/0400 Sussex coffee works. Proposed location Lindfield primary school car park, Mondays 8-9am.

The Deputy Clerk will submit the following response;

LI/26/0400 Sussex Coffee Works

Proposed location Lindfield Primary School Carpark. Mondays 8-9am.

Whilst Lindfield Parish Council welcomes new businesses and the positive contribution they make to the community, the Council has a number of concerns it would like the Licensing Officer to consider.

The Council notes from the application that the coffee truck operates using a propane gas supply and suggests that consideration be given to a more environmentally friendly power source.

In addition, the Council would wish to be assured that appropriate provision will be made for the collection and disposal of litter.

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LI/26/0403 Fox Tree Coffee. Proposed location Lindfield common car park Friday, Saturday and Sunday 9-4.

The Deputy Clerk will submit the following response;

LI/26/0403 Fox Tree Coffee

Proposed location Lindfield Common carpark. Friday, Saturday & Sunday 9-4.

Whilst Lindfield Parish Council welcomes new businesses and the positive contribution they make to the community, the Council has a number of concerns it would like the Licensing Officer to consider.

The Council was surprised to note that the application includes the sale of alcohol and would welcome further clarification on the need for this element within the proposal.

The Council also notes from the application that the coffee truck operates using a Diesel fuel supply and suggests that consideration be given to a more environmentally friendly power source.

In addition, the Council would wish to be assured that appropriate provision will be made for the collection and disposal of litter.

Cllr Matthews arrived at 19.58

566. To receive and planning decisions made by Mid Sussex District Council (MSDC)

Reference	Address	MSDC	LPC
DM/25/3250	34 Finches Park Road	Permitted	No objection
DM/26/0220	Arden House/7 Barrington Wood	Permitted	No objection
DM/26/2980	26b Pelham Road	Permitted	No objection
DM/26/0424	St Nicholas Court	No Objection	No objection
DM/26/0370	1 Francis Road	Withdrawn	
DM/26/0423	72 High Street	No objection	Defer to the opinion of the tree officer

Members **noted** the decisions made by MSDC.

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

567.1 None.

568. Budget Report

568.1 Committee **noted** this item.

569. Outstanding Action Points

569.1 Committee Noted this item.

570. Transport and Traffic Working Group 2026

570.1 Cllr Woolley gave a brief update. He reminded the committee that the pre-election period had now begun, and this meant the 20-mph working group would be taking a step back from analysing data from the survey until after the 7th of May election was concluded.

The Deputy Clerk has written to the Area Highway Manager seeking pre application advice and guidance in advance of LPC's potential submission to the Community Highways Scheme. A meeting has been arranged with both the Area Highway Manager and the Assistant Area Highway Manager for later in April.

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

None

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The meeting closed at 20.06 PM. The Committee next meets on Tuesday 21st April 2026.

Approved.....Chair

Date

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

Item	Year	Ref	Property	Street	Proposal
1	2026	0463	Limes Cottage/ 105	High Street	Large eucalyptus tree reduce by 4-5 metres leave inner growth and cutting back to appropriate growth points.
Response: Lindfield Parish Council has no objections.					
2	2026	0341	The Vicarage/137	High Street	Cypress Trees - Fell
Response: Lindfield Parish Council has no objections.					
3	2026	0247	71,73,75,77	Barncroft Drive	Removal of 2x false chimneys on block of no. 71, 73, 75 and 77 Barncroft Drive
Response: Lindfield Parish has no objections.					
4	2026	0532	6	Chaloner Road	Proposed change of use of amenity land to form vehicle crossing, dropped kerb and paved driveway.
Response: Lindfield Parish Council has no objections.					
5	2026	0287	Peak House	Lewes Road	Retrospective replacement windows (Planning statement received on 12/03/2026)
Response: Lindfield Parish Council has no objections.					
6	2026	0386	35a	Pelham Road	Addition to the front garden of a block paved driveway including a drop curb to the road.
Response: Lindfield Parish Council					
7	2025	2069	St Johns House/151	High Street	Replace later addition rear extension with new single storey extension. Allow for two bay windows and chimney to western elevation including internal alterations. Demolish later addition garage and erect new single bay garage to rear garden with associate landscaping works. (amended plans received 29/10)
Response: Lindfield Parish Council has no objections.					
Notes:					
<ol style="list-style-type: none"> 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) 					