

Committee	PTTC
Date	8/4/25
Item	6i, 8, 9 & 10

REPORT	Page
6i. Planning Decision DM/24/3046	1
8. Budget Report	2
9. Outstanding Action Points	3
10. 'Transport and Traffic' Working Group 2025	5
Appendix One - 'TRO' Working Group Meeting 20.2.25	8
Appendix Two - SID Data 2024/5	10

Report:	6i. Planning Decision DM/24/3046 – – 29 High Street which included demolition of existing extension and proposed two storey extension. Refused by MSDC.
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Summary:

On 20th March 2025 MSDC refused this planning application stating *“By virtue of the scale, design and form of the proposed works, specifically the proposed two-storey rear extension, they would not address the character and scale of the existing dwelling and they would be detrimental to the character and appearance of the application property and the wider Conservation Area. This harm is identified as less than substantial, however there are no public benefits identified that would outweigh this harm. The proposal is therefore considered to be contrary to the entirety of policies DP26 and DP35 of the Mid Sussex District Plan, the Lindfield and Lindfield Rural Neighbourhood Plan, the Mid Sussex Design Guide SPD, the NPPF and Section 72 of the Listed Building and Conservation Area Act 1990.”*

LPC had raised no objections at the 14th January PTTC Meeting.

Recommended Action

1. For noting.

David Parsons
Deputy Parish Clerk

1st April 2025

Committee	PTTC
Date	8/4/25
Item	6i, 8, 9 & 10

Report:	8. Budget Report
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Summary

£133.50 (ex VAT) paid to Westcotec in respect of two new SID batteries, as the existing units were not lasting for as long as previously, necessitating extra work for the Parish Orderly in replacing them and that the SIDs would stop displaying the recorded speed.

With the District Plan currently under (critical) scrutiny, the new government's plans for increased housebuilding, and devolution proposals, it would appear more likely that the Planning Reserve may be required in the foreseeable future.

Current Position

Description	Cost Centre / Reserve	Budget 2024-25	Expenditure	Balance	Proposed Budget 2025-26
Real Time Passenger Information (RTPI) ¹	4973	£400	£0	£400	£400
Speed Indicator Devices (SIDs) ^{2,3}	4960	£2,500	£133.50	£2,366.50	-
sub-total Budget³		£3,900	£0	£3,900	£400
Earmarked Reserve					
Planning Reserve ⁴	4995/335	£4,000		£4,000	£4,000
SID Replacement ²	4936/336	£2,000		£2,000	£3,500
sub-total Reserves		£6,000	£0	£6,000	£7,500
Total		£9,900	£0	£9,900	£7,900

Notes

1. To meet RTPI annual maintenance charge
2. For the financial year 2025/6: £1,500 to be added to the SID Replacement Reserve, bringing this to £3,500 to meet the anticipated cost of repairing/replacing one of the ageing early SIDs, which are now over 5 years old and outside of the manufacturers guarantee period.
3. Up to £1,000 unutilised from the 2024/5 SID budget to be added to the General Reserve.
4. Planning Reserve – in anticipation of external costs which may be incurred (e.g. reviewing the Neighbourhood Plan, addressing unforeseen planning issues, pursuing sustainable transport initiatives)

Recommended Action

1. For noting.

David Parsons
Deputy Parish Clerk

1st April 2025

Lindfield Parish Council

Committee	PTTC
Date	8/4/25
Item	6i, 8, 9 & 10

Report: 9. Outstanding Action Points

Minute	Meeting date	Subject	Action Agreed	Responsibility	Due Date	Status	Date Completed	Comments
469 37.1	22/11/22 27/6/23	Joint Neighbourhood Plan	PTTC agreed that LRPC's proposed actions should be obtained to facilitate any meeting with MSDC's Senior Planning Officer to consider the next steps as appropriate	Deputy Parish Clerk	24/9/24	Completed	18/3/25	LRPC considered at 24/6/24 Meeting - Cllr Christian Bode drawing up proposals for LRPC, which can then be discussed with LPC. See 352 18/3/25
273.1	8/10/24	TRO - Lewes Road / High Street Junction	a) clarify expiry dates of S106 monies held by WSCC b) seek details of scheme of improvements mentioned by WSCC	Deputy Parish Clerk	29/11/24	Completed	24/3/25	Email sent to WSCC 12/11/24, Chased 17/12/24, 29/11/24, 14/1/25, 4/3/25. 24/3/25 WSCC advised that the information provided to the Ombudsman was not correct "there is no pipeline scheme relating to the junction at this location". Updated S106 Schedule provided
285.1	29/10/24	TRO	whether WSCC would be seeking to update Satnav systems to reflect the newly erected 'unsuitable for HGV signs'	Deputy Parish Clerk	29/11/24	Overdue		See also 273.1 above Email sent to WSCC 12/11/24, Chased 17/12/24, 14/1/25, 4/3/25. Meeting WSCC 3/4/25

Lindfield Parish Council

Committee	PTTC
Date	8/4/25
Item	6i, 8, 9 & 10

Minute	Meeting date	Subject	Action Agreed	Responsibility	Due Date	Status	Date Completed	Comments
320.1	14/1/25	Blackthorns Path	Consider appropriate agenda item in conjunction with Cllr Woolley	Deputy Parish Clerk	14/3/25	In course		5/3/25 Agenda Template shared with DW alongside thoughts for consideration.
338.1	25/2/25	DP 39	Contact MSDC to gain a better understanding of the efficacy and import of DP 39 when considering planning applications	Deputy Parish Clerk	25/4/25	Not Started		
352	18/3/25	Joint Neighbourhood Plan	Cllr Webster advised that Lindfield Rural Parish Council were unlikely to comment further in the foreseeable future and LPC would therefore need to consider its approach accordingly	tba	tba	Not Started		

Recommended Action

1. To note the currently outstanding action points and agree the removal of any completed item(s).
2. Review 320.1 re Blackthorns Path as to next steps, if any

David Parsons
Deputy Parish Clerk

1st April 2025

Committee	PTTC
Date	8/4/25
Item	6i, 8, 9 & 10

Report:	10. Transport and Traffic Working Group 2025
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Summary:

This report proposes continuation of a re-named working group to pursue improvements in village life through managing traffic speeds with a 20mph speed limit and a potential ‘school streets’ initiative. Nominated members of the overall working group being allocated to support the specific schemes. The Deputy Parish Clerk continuing to provide the administration / secretariat for the working group and facilitating progress through engagement with WSCC’s officers.

Background:

The ‘Lewes Road TRO’ Working Group has been constituted for several years but has met less frequently in recent times, following WSCC’s January 2024 decision not to support a 7.5 tonne TRO restriction at the Lewes Road / High Street junction. Since then, Mr Turner, the original applicant for the scheme has sought to understand from WSCC how they utilise the S106 monies that they receive from developers and raised a complaint with the Local Government Ombudsman, which was not upheld.

Membership of the working group currently comprises Mr Turner, Cllrs Blunden and Upton in their respective roles as Chair, and Cllrs Matthews and Burns, as members of the PTTC.

Current Position

The working group met on 20th February to consider the way forward and a summary of the meeting is shown in Appendix One.

The working group seeks to apply for a village wide 20mph speed limit and a width restriction at the junction of the High Street and Lewes Road. Separately, concerns have been raised about school drop off and collection in Backwoods Lane, following the success of the yellow lines on Black Hill, and whether a ‘Schools Streets’ initiative should be considered (See link in Appendix One for more details of such schemes).

On 3rd April 2025 two WSCC Highways Officers attended a pre-arranged meeting with the Deputy Parish Clerk on a range of issues, including those detailed above. In their view, applying for a TRO at the Lewes Road / High Street junction under the guise of a width restriction rather than a weight restriction as previously, would lead to a similar outcome. The Officers’ view was that it would be rejected earlier in WSCC’s process and not reach the full moderation panel.

In terms of a potential 20mph limit, WSCC’s Officers suggested contacting WSCC’s Traffic Officer to discuss the potential way forward. One of the criteria for such schemes would be for the roads in question to have an average speed below 26mph, above this, greater intervention (e.g. signage, horizontal / vertical deflection requirements such as road narrowing, speed humps or platforms etc) are likely to be required, increasing the cost, complexity and likelihood of the scheme not meeting WSCC’s current criteria. See Appendix Two for the most recent average speed data obtained from LPC’s SIDs. WSCC would conduct their own speed assessment if such a scheme is pursued. Based on the data from the 20+ sites that SIDs are employed, it is likely that most of the ‘unmonitored’ residential street also have average speeds

Committee	PTTC
Date	8/4/25
Item	6i, 8, 9 & 10

of less than 26mph. Depending on the success and impact of an initial scheme, those roads that do not meet the average speed criteria can be considered in subsequent phases, as WSCC Highway’s policies allow.

WSCC’s Officers advised contacting the Local Transport Improvements Team to discuss School Streets further. Outline requirements were that the school had an up-to-date Active Travel Plan, that there would be resource from the school to help implement the scheme each day (e.g. teachers, other staff, PTA volunteers). A meeting is already in course of being arranged with the new Principal Active Travel Improvements Officer at WSCC and this issue will be added to that meeting agenda.

Financial Implications

At this stage there are no financial implications for the Parish Council. Depending on progress, funding may be sought to assist with signage and possibly highway engineering to support a speed limit reduction to 20mph but that it is for the future. Given the recent history of expenditure on two sets of consultants, for the 2017 Traffic Study and the more recent TRO application, both of which were wholly rejected by WSCC, critical scrutiny will be appropriate if any expenditure is considered. Depending on the way forward, S106 funding may be available for some improvements.

Staff time in supporting such proposals can be significant and active support from Working Group members should assist in ensuring the best possible outcome.

Policy Context

No specific Policy. The 20mph speed limit, if implemented, could contribute to the Climate Change Policy as it may well encourage more to use sustainable methods of transport to school rather than motor vehicles, potentially reducing emissions.

Sustainability Implications

Reducing traffic speeds in the village should support sustainable travel initiatives, also reducing the likelihood of accidents and injuries in the event of collisions. More widely, they should also contribute generally to the experience of village life.

Risk Management Implications

Schemes should be risk ‘positive’ in the widest sense. WSCC Highways approval is required, and their analysis will also consider potential risks as the highway owner.

Legal Implications

None for LPC.

Options for the Way Forward

1. Accept that WSCC’s current policies are unlikely to support material changes to the management of Lindfield’s road network, absent substantive evidence of speeding, collision data, and a deliverable scheme which can be funded from S106 monies, WSCC’s limited Highway’s Budget, or within its Community Highways Scheme.
2. Confirm continuation of the working group, renamed as Transport and Traffic Working Group 2025, with a remit to follow through the schemes outlined, and consider any other appropriate actions. For clarity, the working group will make recommendations

Committee	PTTC
Date	8/4/25
Item	6i, 8, 9 & 10

to PTTC who will decide the appropriate course of action. Depending on the proposals being considered, PTTC may decide to refer the issue to Full Council.

3. Agree future Working Group Membership and responsibilities (e.g. nominated councillor(s) for the specific schemes being pursued).
4. Apply for a width restriction under the Community Highways Scheme.
5. Seek WSCC’s Traffic Officer input into potential 20 mph limit
6. Seek WSCC’s Local transport Improvements Team guidance for a potential school streets scheme in Backwoods Lane

Recommended Action

Recognising the failure of the weight limited TRO application to WSCC, renaming this application as a width limited TRO appears to be no change in substance and therefore likely to be an ineffective use of council resources. WSCC’s Officers advice is that this would not gain traction.

With several roads already exhibiting an average speed less than 26 mph it appears that a 20mph scheme may be achievable. Similarly, the School Streets initiative appears worth pursuing, although WSCC’s Officers advised that several such proposals fell away when the schools realised the involvement required in managing the scheme daily.

In conclusion, it is recommended that options 2, 3, 5 & 6 above are progressed further but not options 1 and 4.

Appendices/Background Papers

- Appendix One - ‘TRO’ Working Group Meeting 20th February 2024
- Appendix Two - SID Data 2024/5

David Parsons
Deputy Parish Clerk

4th April 2025

Committee	PTTC
Date	8/4/25
Item	6i, 8, 9 & 10

Appendix One

'TRO' Working Group Meeting 20th February 2025

1. Still a strong appetite by the group (and by inference the village residents) to try and find a more permanent solution to the Lewes Road / High Street junction, than the current advisory signs.
2. The group wanted to apply to the [WSCC Community Highways Scheme](#) for
 - a. 20mph speed limit (if agreed across the village, this could assist with both the Lewes Road / High Street junction issues and wider speeding/traffic volume issues, especially in the village entrance roads – Lewes Road, High Street, West Common/Black Hill, High Beech Lane/Portsmouth Lane and some other local roads such as Hickmans Lane, as well as during the school runs)
 - b. width restriction at the Lewes Road / High Street junction

I have also been asked whether a School Streets Initiative Scheme (see [County Council improves safety of children's school journeys with active travel initiatives - West Sussex County Council](#)) would be appropriate outside Lindfield Primary Academy, as it seems that the yellow lines on Black Hill have successfully moved the problem from there but created a more combative environment with vehicles on Backwoods Lane. A suggestion is that a section should be closed to traffic for a period at drop-off and pick-up times, to reduce the potential for vehicle / child interaction and encourage more sustainable travel methods (e.g. walking, cycling to school)

3. The group name / terms of reference should be amended to reflect a wider brief, in line with the above
4. Future involvement of Cllr Garry Wall and the appropriate WSCC Highways Officer should be sought
5. The Deputy Parish Clerk would need support to pursue the appropriate / agreed ways forward. Graham offered to help in completing CHS application forms.
6. It seems that Six Physio would be happy to have a camera mounted on the premises to record traffic behaviour at the Lewes Road / High Street junction although the GDPR/FOI issues, especially if LPC were to own the unit, would need to be fully understood and addressed.

In terms of the way forward, LPC's PT&T Committee have been verbally updated of the above and a formal report will be added to a future agenda, to seek approval of any rename/amended ToR and agreement to next steps.

I have attached details of the [WSCC Community Highways Scheme](#) together with a sample application form for your consideration and highlighted a number of areas in yellow, which will need to be addressed. Of particular note:-

- alignment with West Sussex Transport Plan objectives
- last year applications were required by 31 July, so I expect similar this year too
- supporting evidence (I'm not sure that the dated evidence from the previous 7.5t TRO will be sufficient?), including from local businesses and local community
- funding – need to clarify, as there should be S106 money...

Committee	PTTC
Date	8/4/25
Item	6i, 8, 9 & 10

Appendix One

'TRO' Working Group Meeting 20th February 2025

- **we would encourage you to contact us to discuss your scheme early on so we can provide support and advice to give your scheme the best chance of success** *this failed abysmally for the previous weight restricted TRO which WSCC ultimately rejected, despite following their officer's advise and incurring costs c£9k* Accordingly, great care needed with this

Committee	PTTC
Date	8/4/25
Item	6i, 8, 9 & 10

Appendix Two

Lindfield Parish Council SID Data 2024/5

Road	Direction	Month	Average Speed
Backwoods Lane	N/Ebound	Jan 25	24.4
Backwoods Lane	S/Wbound	Aug 24	23.3
Black Hill	<i>Westbound</i>	Sep 24	28.1
Black Hill	<i>Eastbound</i>	Jan 25	26.1
Hickmans Lane	<i>S/Wbound</i>	Mar 25	25.2
High Beech Lane	Northbound	Jan 25	29.4
High Beech Lane	Bi-directional	Mar 25	32.7
High Street	Northbound	Dec 24	24.8
High Street	Bi-directional	Mar 25	25.5
Lewes Road	Westbound	Feb 25	25.2
Portsmouth Lane	Southbound	Jan 25	28.8
Sunte Avenue	Eastbound	Oct 24	27.2
West Common	<i>Eastbound</i>	Jan 25	27.2
West Common	<i>Westbound</i>	Dec 24	25.1
West Common	<i>Westbound</i>	Sep 24	27.2
High Street	Southbound	Nov 24	18.9
High Street	Southbound	Jan 25	25.9
Hickmans Lane	Bi directional	Nov 24	27.4
Appledore Gardens	Westbound	Mar 25	23.9
Lewes Road	Eastbound	Nov 24	18.6

Notes:

1. Roads shown more than once have multiple SID sites
2. Green highlighting denotes average speed at or below 26mph
3. Data is the most recent set for the respective site