

Lindfield Parish Council

Clerks Report

To be considered in conjunction with the agenda for this meeting.
Meeting of the Planning Traffic and Transport Committee to be held on **Tuesday 21st April 2026**, in the King Edward Hall where the following business will be considered and transacted.

1. Apologies.

Apologies have been received from Cllr Burns.

2. Declarations of Interest.

Members are advised to consider the agenda for the meeting and determine in advance if they may have a Personal, Prejudicial or a Disclosable Pecuniary Interest in any of the agenda items. If a member decides they do have a declarable interest, they are reminded that the interest and the nature of the interest must be declared at the commencement of the consideration of the agenda item; or when the interest becomes apparent to them. Details of interest will be Minuted.

Where there is a Prejudicial Interest (which is not a Disclosable Pecuniary Interest) Members are reminded that they must withdraw from the meeting chamber after making representations or asking questions. If the interest is a Disclosable Pecuniary Interest, members are reminded that they must take no part in the discussions of the item at all; or participate in any voting; and must withdraw from the meeting chamber unless they have received a dispensation.

3. Minutes.

To approve the minutes of the 31st of March 2026. (circulated separately)

4. Public Forum.

The Public Forum will last for a period of up to fifteen minutes during which the public are welcome to ask questions of the Council on matters that arise under its remit. The question should not be a statement, and it would be appreciated to be kept short, to maximise the time for other questions. The chairman will call the question from those who are indicating that they wish to speak.

5. Planning Applications received from Mid Sussex District Council (MSDC).

Detailed in Appendix One and other matters referred to the Parish Council by MSDC.

N.B. Up to two people for and up to two against each planning application will be permitted to speak for a maximum of two minutes each at the invitation of the Chair.

6. Appeals lodged, appeal decisions and licencing applications.

Licensing Applications received

LI/26/0377 Fabs Artisan Pizza. Proposed location Lindfield Common carpark, Thursdays 4.30-8.30 PM. Licensing application attached separately.

LI/26/0481 Soft Ice UK. Proposed location Lindfield Common Car park, every day 1-5pm (fixed location and mobile consent). Licencing application attached separately.

7. Planning decisions received from MSDC.

Reference	Address	MSDC	LPC
DM/26/0493	16 Finches gardens	Permitted	No objections
DM/26/0463	Limes Cottage/105 High Street	No objection	No objections
DM/26/0341	The Vicarage/ 137 High Street	Withdrawn	
DM/26/0484	1 The Wilderness	Permitted	No objections
DM/26/0485	57 Savill Road	Permitted	Defer to the opinion of the MSDC Tree Officer.
DM/26/0439	4 Portsmouth Wood	Withdrawn	
DM/26/022	6 The Glebe	Permitted	No objections
DM/26/0403	Wayside/ 1 Sunte Avenue (LDC)	Permitted	No objections

For noting only.

8. Report on issues addressed since the previous PTTC meeting to meet external deadlines.
None.

9. Budget Report.

No new expenditure at the time of writing this report.

10. Outstanding Action Points.

Action list attached below with no changes. Members are asked to note the list and consider any further action.

11. Transport and Traffic Working Group 2026.

The Transport and Traffic Working group along with the Clerk/Deputy Clerk are meeting with WSCC Highways Managers on 16th April to discuss the community highways scheme application process. An update will be shared at the PTTC meeting.

12. Matters Arising after the preparation of the agenda, which the Chair agrees to take as urgent. Such matters will be for noting or deferral to a future meeting only.

None.

Appendix One - Agenda Item 5: Planning Applications received from Mid Sussex District Council

Item	Year	Ref	Property	Street	Proposal
1	2026	0741	St Anns	Black Hill	Erect a single storey garden summer house
2	2026	0837	Porters/58	High Street	Convert an existing garage into an Annex.
3	2026	0838	Porters/58	High Street	Convert an existing garage into an Annex. (listed building consent)
4	2026	0364	23	Blackthorns	Single-storey extension to the principal elevation. Description amended 10.04.2026 to include proposed cladding and replacement anthracite windows to principal elevation and new windows and doors to side elevations.
5	2026	0869	26	Brook Lane	Demolish existing garage and utility room. New single storey kitchen and utility extension. New gable extension to front first floor. New timber cladding to first floor. Replace windows and doors. Internal refurbishments. Solar panels to front roof pitch.
6	2026	0926	Limes Cottage/105	High Street	Non-native eucalyptus tree - Fell
7	2026	0887	5	Meadow Lane	Proposed two storey side and rear extension
<p>Notes:</p> <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) 					

Members of the public should also submit their comments on Planning Applications directly to Mid Sussex District Council (the Local Planning Authority, who will make the planning decision) in accordance with advertised expiry dates. See <https://www.midsussex.gov.uk/planning-building/view-and-comment-on-planning-applications/>

Item 10

Minute	Meeting date	Subject	Action Agreed	Responsibility	Due Date	Status	Date Completed	Comments
352 363.1	18/03/25 8/4/25	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		363.1 Committee agreed that this should remain as an outstanding item for future consideration
458	23/9/25	Village Day Toilets	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	Deputy Parish Clerk	23/11/25	Not Started		