

## HASSOCKS PARISH COUNCIL

**To: All Members of the Planning Committee (Jane Baker, Leslie Campbell, Judith Foot, Bill Hatton, Nick Owens, Victoria Standfast,) with copies to all other Councillors for information.**

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A meeting of the **PLANNING COMMITTEE** will be held on **Monday 26 June 2017 at 7.30pm** in the Parish Centre, Adastra Park, Hassocks

**Parish Clerk  
20 June 2017**

### AGENDA

**1. APOLOGIES FOR ABSENCE**

**2. DECLARATIONS OF INTEREST**

Disclosure by Councillors of personal and/or pecuniary interests in matters on the agenda and whether the Councillors regard their interest as prejudicial/pecuniary under the terms of the Code of Conduct.

**3. MINUTES**

To accept Minutes of the Meeting held on 5 June 2017 (previously circulated)

**4. PUBLIC PARTICIPATION**

**5. APPLICATIONS (copies of each application are held in the Parish Office, and you may find it helpful to consult these prior to the meeting, and make site visits if necessary)**

- 5.1 **DM/17/2159 The Oaks, Southdown Farm, Lodge Lane, Hassocks BN6 8HD.** *Proposed three bay garage (Aborocultural Implications Assessment submitted 08/06/2017).*
- 5.2. **DM/17/2229 15 The Minnells, Hassocks BN6 8LX.** *Oak (T1) reduce by 2m overall (on house side) and deadwood crown.*
- 5.3. **DM/17/2222 26 Silverdale, Hassocks BN6 8RD.** *First floor extension over existing garage.*
- 5.4 **DM/17/1120 60 London Road, Hassocks BN6 9NU.** *Proposed detached 1 bedroom dwelling to the rear of 60 London Road. Amended plans received 01.06.2017.*
- 5.5 **DM/17/2094 12 Oldlands Avenue, Hassocks BN6 8DJ.** *Demolition of rear lean-to conservatory and replaced by new rear extension, demolition of existing chimney stack at the rear, addition of a dormer to the rear and installation of roof light windows in the front elevation.*
- 5.6 **DM/17/2177 25A Hurst Road, Hassocks BN6 9NJ.** *Resubmission of Planning Permission DM/16/2843 to include – New front entrance hall and cloakroom, garage conversion to create music room, rear lower ground floor extension and replace balcony and balcony screen as existing.*

- 5.7 **DM/17/2151 Land adjacent to Millway Cottage, Ockley Lane, Hassocks BN6 8NU.** Detached four bedroom chalet bungalow and detached oak framed garage to rear of property.
- 5.8 **DM/17/2333 2 Newlands Close, Hassocks BN6 8BG.** Single storey rear extension and conversion of garage to habitable space.
- 5.9 **DM/17/2305 33 Woodsland Road, Hassocks BN6 8HG.** Retrospective application for the erection of a shepherds hut in the rear garden.
- 5.10 **DM/17/1753 27 Damian Way, Hassocks BN6 8BH.** Raising of front hipped roof to barn hip (Amended plans and description 14.06.2017).
- 5.11 **DM/17/0458 16 The Close, Hassocks BN6 8DW.** Removal of conservatory, garage and all shed structures. Single storey rear ground floor extension, roof conversion and replacement garage with storage. Amended Plans received 19/06/2017 showing revised garage siting and supporting tree report.

## 6. DECISION NOTICES.

- 7. **A GUIDE TO PROBITY AND PLANNING.** Members are asked to note the attached Guide to Probity and Planning. This document is to provide guidance to Planning Committee Members. (Appendix 1)

## 8. CORRESPONDENCE.

**8.1 DM/17/1925 26 Damian Way, Hassocks.** Members are invited to consider correspondence received from Dr Howard Stone, 26 Damian Way, Hassocks. (Appendix 2).

**8.2 West Sussex Joint Minerals Local Plan.** Members are asked to note the Statement of Submission of the West Sussex Joint Minerals Local Plan. (Appendix 3).

- 9. **Urgent Matters at the discretion of the Chairman for noting and/or inclusion on a future agenda.**

- 10. **Date of Next Meeting:** 17 July 2017 at 7.30pm

## FILMING, RECORDING OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA

During this meeting members of the public may film or record the Committee and officers from the public area only providing it does not disrupt the meeting. The Confidential section of the meeting may not be filmed or recorded. If a member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking. The use of social media is permitted but members of the public are requested to switch their mobile devices to silent for the duration of the meeting

### Please Note

All members of the public are welcome to attend meetings of the Parish Council and its Committees.  
**Item 4** – a period of 15 minutes will be set aside for the public statements and questions relating to the published non-confidential business of the Meeting.

It may be necessary to consider particular items in confidential session and where this arises, these items will be considered at the end of the agenda.

## HASSOCKS PARISH COUNCIL PLANNING COMMITTEE

### GUIDE TO PROBITY AND PLANNING

Under the relevant planning legislation, parish councils are entitled to be notified of every planning application unless they have waived the requirement.

The district/unitary council have to inform the parish council in writing of the application, indicating the nature of the development and identifying the land to which it relates. If the parish council wishes to make any representations it must do so within 14 days of the notification made to it.

However, local protocols may exist and it is always advisable to check with the relevant district council what arrangements have been put in place.

Many of the complaints considered by the Standards Board for England relate to members' involvement in planning applications and it is therefore very important that members are scrupulous in their adherence to the code of conduct, for example in declaring personal interests (paragraphs 8 and 9 of the code); leaving the room if the interest is prejudicial (paragraph 12) and not using their position as a member to improperly confer on themselves or any other person, an advantage or disadvantage (paragraph 6).

If a member of the parish council is also a member of the district council planning committee which is considering a planning application, the member will need to be careful that they have not pre-determined an application as a result of any prior involvement of the parish council. If in doubt, the Councillor should consult their Monitoring Officer.

### **WHAT IS A MATERIAL PLANNING CONSIDERATION?**

The primacy of the development plan has been with us for some time. This is currently expounded through S38 of The Planning and Compulsory Purchase Act 2004, which states 'If regard is to be had to the development plan for the purpose of any determination to be made under the planning Acts the determination is to be made in accordance with the plan unless material considerations indicate otherwise.'

Policy documents within the plan change from time to time. Current advice is that if a policy in the development plan conflicts with any other policy in the development plan the conflict must be resolved in favour of the document most recently adopted, approved, or published.

So what is a material planning consideration that has the ability to overturn the development plan?

In short, it is relevant elements of policy (national, regional and local), the views of consultees and factors on the ground.

In terms of consultees, there are statutory and non-statutory consultees. **The council is a non-statutory consultee but its views and those of local residents are always considered**, but local opposition or support on its own is not a reason for refusing or granting planning permission.

**Opposition or support must be backed up by valid planning reasons.**



Whether or not a factor is capable of being a material planning consideration is a matter of law. Beyond that, it is a matter of fact whether a factor capable of being a material consideration is a material consideration in any particular case. Once the existence of the material consideration is established, the "weight" given to it in the eventual decision is a matter of judgement for the local planning authority.

In responding to planning applications submitted in the council's area, it is important to differentiate between material and non-material considerations. In short, the former can legitimately be considered and the latter cannot.

**Examples of issues the local planning authority can normally consider as a material planning consideration:**

1. **OVERSHADOWING;**
2. **OVERLOOKING AND LOSS OF PRIVACY;**
3. **ADEQUATE PARKING AND SERVICING;**
4. **OVERBEARING NATURE OF PROPOSAL;**
5. **LOSS OF TREES;**
6. **LOSS OF ECOLOGICAL HABITATS;**
7. **DESIGN AND APPEARANCE;**
8. **LAYOUT AND DENSITY OF BUILDINGS;**
9. **EFFECT ON LISTED BUILDING(S) AND CONSERVATION AREAS;**
10. **ACCESS AND HIGHWAYS SAFETY;**
11. **TRAFFIC GENERATION;**
12. **NOISE AND DISTURBANCE FROM THE SCHEME;**
13. **DISTURBANCE FROM SMELLS;**
14. **PUBLIC VISUAL AMENITY (NOT LOSS OF PRIVATE INDIVIDUAL'S VIEW);**
15. **FLOOD RISK.**

**Examples of issues the local planning authority CANNOT NORMALLY CONSIDER as a material planning consideration:**

1. **LOSS OF VALUE TO PRIVATE INDIVIDUAL PROPERTY;**
2. **LOSS OF VIEW;**
3. **BOUNDARY DISPUTES INCLUDING ENCROACHMENT OF FOUNDATIONS OR GUTTERS;**
4. **PRIVATE COVENANTS OR AGREEMENTS;**
5. **THE APPLICANT'S PERSONAL CONDUCT OR HISTORY;**
6. **THE APPLICANT'S MOTIVES;**
7. **POTENTIAL PROFIT FOR THE APPLICANT OR FROM THE APPLICATION;**
8. **PRIVATE RIGHTS TO LIGHT;**
9. **PRIVATE RIGHTS OF WAY;**
10. **DAMAGE TO PROPERTY;**
11. **DISRUPTION DURING ANY CONSTRUCTION PHASE;**
12. **LOSS OF TRADE AND COMPETITORS;**
13. **AGE, HEALTH, STATUS, BACKGROUND AND WORK PATTERNS OF OBJECTOR;**
14. **TIME TAKEN TO DO THE WORK;**
15. **CAPACITY OF PRIVATE DRAINS;**
16. **BUILDING AND STRUCTURAL TECHNIQUES;**
17. **ALCOHOL OR GAMING LICENCES.**

Cllr Nick Owens  
Parish Centre,  
Adastra Park,  
Hassocks,  
West Sussex,  
BN6 8QH.

Dr & Mrs Stone  
26 Damian Way  
Hassocks  
BN6 8BH

19<sup>th</sup> June 2017

Dear Mr Owens,

**Reference: 26 Damian Way – Planning Application DM/17/1925 & Pre-Application DM/16/4822**

We are writing to you as Chair of the Hassocks Parish Planning committee. We noticed in the recent Draft Planning Committee minutes, dated 5<sup>th</sup> June 2017, that the above application was recommend for refusal. There are two areas of the application that I would like to make you aware of:

- Our Planning Statement that was not forwarded to yourselves before being considered, this was submitted to Mid-Sussex in May 2017 – Enclosure A; and
- Examples of Damian Way vernacular that supports the above application and contradicts the Draft minutes – Enclosures B & C.

Within the Draft minutes (P17/5) it is stated that the extension is to the front and rear, which is incorrect as we are proposing no building works to the rear, but removal of the existing conservatory at the rear. They also state that there are no dormers to the front in Damian Way, which is incorrect, as properties 45, 47 and 49, all constructed in 1996 with a pitched roof dormer to the front overlooking Damian Way.

Under P17/7, it states “This proposed extension would be out of keeping with the character and design of the street scene which has remained unchanged since the road was originally built.” As it is possible to see from Enclosures B & C the proposed application uses design influence from the locality and, in support of this, we made a Pre-Application to Mid-Sussex and a series of meetings were held to refine the application before submission – this was under reference number DM/16/4822 as referenced on the Pre-Application.

We hope that you can reconsider your recommendation in light of this information, and also correct the minutes for future reference. If there are any questions or concerns, please let me know before the 26<sup>th</sup> June as I may need to prepare any materials before the next planning meeting.

Regards,

Dr Howard Stone

Enclosures:

A: Planning Statement for 26 Damian Way referencing Pre-Application DM/16/4822

B: Examples Damian Way vernacular used as design inspiration

C: Example of local crown roof in Church Mead

# PLANNING STATEMENT

26 DAMIAN WAY, HASSOCKS, WEST SUSSEX. BN6 8BH

May 2017

**26 Damian Way, Hassocks, BN6 8BH.**  
**Pre-Application and Planning Information.**

**MSDC Planning Reference: DM/16/4822**

## Introduction

This Planning Statement supports the planning application for the proposed extension of an existing detached dwelling at 26 Damian Way, Hassocks. The Planning Portal reference number is PP-06042910. The local authority receiving the application is Mid Sussex District Council.

The site is an existing single private dwelling with front and rear private garden areas, and has a detached garage on the southern boundary. It is proposed to extend the existing dwelling to the north, east and west elevations, and introduce pitched roof dormers into an extended existing roof.

## Application History:

15<sup>th</sup> Nov 2016 – Initial pre-application enquiry to MSDC Planning Dept.  
2<sup>nd</sup> Dec 2016 – Pre-Application site meeting at 26 Damian Way with Andrew Morrison.  
20<sup>th</sup> Dec 2016 – Pre-Application response email from Andrew Morrison outlining design comments.  
26<sup>th</sup> April 2017 – Pre-Application meeting at MSDC offices to present revised plans addressing design comments. Positive feedback with recommendation to submit planning application.

## Design and Pre-Application comments (from Andrew Morrison's 20<sup>th</sup> Dec email) addressed:

- 3m gap from new extension to side boundary maintained.
- Pitched roof dormers to front and rear elevations, not flat roof dormers.
- Hip to gable roof extension to west elevation.
- Hip roof to remain to east/Church Mead elevation, to minimise impact.
- Visibility at T junction improved with removal of 2m+ high boundary vegetation.
- Damian Way building line maintained, despite Nos. 24 and 22 having 2m step forward.

## Local architectural reference:

- 45, 47 & 49 Damian Way – Front elevation pitched roof dormers.
- 45, 47 & 49 Damian Way – Bungalow gable flank walls.
- 62 Church Mead – Hip to gable roof extension and two storey side extension.
- 28 Church Mead – Flat roof/crown roof to new roof extension (10/01217/FUL).

## Conclusion

The proposed extended dwelling matches the size and style of the existing surrounding dwellings.

The pre-application comments from the Planning Officer have all been addressed and incorporated into the proposed design drawings, and are attached to this planning application.

The proposed extended dwelling provides a sustainable form of development. It has been designed to provide a building of visual quality and to accord with Policies B1 (Design), B3 (Neighbour Amenity) and H9 (Domestic Extensions Within Built Up Areas) of the Mid Sussex Local Plan for a development compatible with the design of the existing building, and within an established residential area with varied architectural design.

This view was echoed in the 26<sup>th</sup> April 2017 Mid Sussex District Council Pre-Application meeting that suggested it could now support this application, and recommended a planning application submission be made to the planning department.



**Enclosure B**

24 Damian Way  
2m front recess



39 Damian Way  
Hipped roof  
parallel to  
roadway



47 Damian Way  
Front dormer  
constructed in  
1996





Enclosure C



26 Damian Way

28 Church  
Mead  
Showing Crown  
roof under  
planning  
application  
(10/01217/Ful)





Working in Partnership



15 June 2017

Dear Sir/Madam,

**Re: Submission of the West Sussex Joint Minerals Local Plan (Regulation 22).**

We are writing to inform you that the West Sussex Joint Minerals Local Plan (prepared jointly by West Sussex County Council and the South Downs National Park Authority) has been submitted to Government to be tested for soundness and legal compliance. Submission of the Plan follows consultation on the Proposed Submission Draft Plan which took place between 16 January and 13 March 2017. All representations received during this period have also been submitted together with the Sustainability Appraisal of the Plan and associated supporting documents. Once adopted, the Plan will set out planning policy for minerals for the Plan area to 2033.

Documents submitted alongside the Plan are being made available to view at a series of locations, as detailed in the accompanying Statement of Submission. These documents will also be made available at the following website: [www.westsussex.gov.uk/mwdf](http://www.westsussex.gov.uk/mwdf).

The Plan will be considered by an independent Planning Inspector, Mr Jonathan Manning BSc (Hons) MA MRTPI, alongside the representations received and the supporting evidence base to determine whether the Plan is 'sound' and 'legally compliant'. As part of the examination, the Inspector will hold a public hearing, which is expected to take place in September/October 2017. A pre-hearing meeting may also be held, at which the Inspector will set out detailed arrangements for the public hearing. If you have any queries about the examination process, you should contact the Programme Officer for the public examination using the contact details below:

Chris Banks  
 Programme Officer  
 C/O Banks Solutions  
 64 Lavinia Way  
 East Preston  
 West Sussex  
 BN16 1EF  
 Email: [bankssolutionsuk@gmail.com](mailto:bankssolutionsuk@gmail.com)

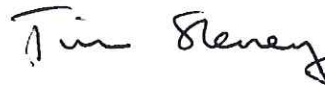
The venue and dates for the hearing and any pre-hearing meeting will be confirmed in due course. This information will be made available alongside all information relating to the Plan on our website: [www.westsussex.gov.uk/mwdf](http://www.westsussex.gov.uk/mwdf).

Subject to the outcomes of the public examination, it is anticipated that the Plan will be adopted in May 2018. We will write to you again to advise when this takes place. However, should you wish to be kept informed of the progress of the Plan during the Examination please notify us by contacting the County Council's Planning and Transport Policy Team on 01243 642118 or by email ([mwdf@westsussex.gov.uk](mailto:mwdf@westsussex.gov.uk)).

Yours faithfully,



Mike Elkington  
Head of Planning Services  
West Sussex County Council

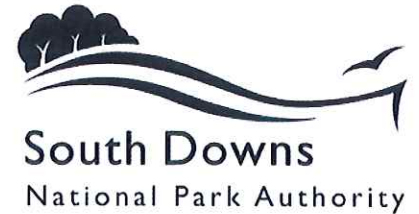


Tim Slaney  
Director of Planning  
South Downs National Park Authority





Working in Partnership



## West Sussex Joint Minerals Local Plan

### The Town and Country Planning (Local Planning) (England) Regulations 2012

#### Statement of Submission and Availability of Submitted Documentation

West Sussex County Council and the South Downs National Park Authority have prepared the West Sussex Joint Minerals Local Plan, which has now been submitted to the Secretary of State for independent examination.

The West Sussex Joint Minerals Local Plan sets out a vision, strategic objectives, and policies to enable the delivery of sustainable mineral development for the period up to 2033. This includes site allocations and is supported by a Key Diagram and Inset Maps. The area covered is the administrative areas of West Sussex County Council, including the part of the South Downs National Park Authority that lies within West Sussex.

The submitted documents are being made available online at [www.westsussex.gov.uk/mwdf](http://www.westsussex.gov.uk/mwdf). These documents are as follows:

- The Joint Minerals Local Plan;
- The Sustainability Appraisal report;
- The Habitats Regulation Assessment
- The Consultation Statement; and
- Other supporting documents and evidence.

The documents will be available for inspection by 26 June 2017, throughout the public examination (expected in September/October) and until the plan is adopted (expected in May 2018) at the locations and opening times listed below:

- **West Sussex County Council**, County Hall, West Street, Chichester, PO19 1RQ (Mon-Thurs 8:30am-5:00pm; Fri 8:30am-4:30pm)
- **South Downs Centre**, North Street, Midhurst, GU29 9DH (Mon-Thurs 9:00am-5:00pm; Fri 9:00am-4:30pm; Sat 9:00am-1:00pm to end of October)
- **Adur & Worthing Councils**, The Shoreham Centre, Pond Road, Shoreham-by-Sea, BN43 5WU (Mon-Fri 9:00am-5:00pm)
- **Adur & Worthing Councils**, Portland House, 44 Richmond Road, Worthing, BN11 1HS (Mon-Fri 9:00am-5:00pm)
- **Arun District Council Reception**, Planning Department Reception, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF (Mon-Thurs 08:45am-5:15pm; Fri 8:45am-4:45pm)
- **Chichester District Council Reception**, East Pallant House, 1 East Pallant, Chichester, PO19 1TY (Mon-Thurs 8:45am-5:10pm; Fri 8:45am-5:00pm)

- **Crawley Borough Council Reception**, Town Hall, The Boulevard, Crawley, RH10 1UZ (Mon-Fri 8:30am-5:00pm)
- **Horsham District Council and West Sussex County Council Reception**, Parkside, Chart Way, Horsham, RH12 1RL (Mon-Fri 9:00am-5:00pm)
- **Mid Sussex District Council Reception**, Oaklands, Oaklands Road, Haywards Heath, RH16 1SS (Mon-Thurs 8:45am-5:15pm; Fri 8:45am-4:15pm)

The submitted West Sussex Joint Minerals Local Plan, Consultation Statement, and the Sustainability Appraisal Report Non-Technical Summary, as well as electronic copies of the other supporting documents and evidence, are also available for inspection at all public West Sussex libraries during their normal opening hours. A list of West Sussex libraries is available online at: [www.westsussex.gov.uk/libraries](http://www.westsussex.gov.uk/libraries).

For further information please contact us by letter, email or phone:

**Planning Services (Ref Joint Minerals Local Plan)**

West Sussex County Council  
County Hall  
Chichester  
PO19 1RH

Email: [mwdf@westsussex.gov.uk](mailto:mwdf@westsussex.gov.uk)

Phone: 01243 642118