



# EAST GRINSTEAD TOWN COUNCIL

Council Offices, East Court, College Lane, East Grinstead, West Sussex, RH19 3LT

Phone: 01342 323636

[www.eastgrinstead.gov.uk](http://www.eastgrinstead.gov.uk)

**Town Clerk:** Samantha Heynes BA, FSLCC

Email: [townclerk@eastgrinstead.gov.uk](mailto:townclerk@eastgrinstead.gov.uk)

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To: Members of the Planning Committee  
Quorum is 3

27<sup>th</sup> January 2026

Dear Councillor

You are hereby summoned to attend a meeting of the **PLANNING COMMITTEE** to be held in the **COUNCIL CHAMBER, EAST COURT** on **TUESDAY 3<sup>rd</sup> FEBRUARY 2026** at **7.00pm**. Where possible please clarify any points or raise questions before the meeting with the Clerk or Chairman to ensure an answer can be given. If you are not able to attend and wish to send a substitute, please advise the Clerk who this will be.

Non-committee members wishing to attend and speak must ensure that they seek permission from the Chairman before the meeting starts and should indicate the item they wish to speak on.

Yours faithfully

Samantha Heynes  
Town Clerk

## ORDER OF MEETING

7:00pm Public Participation

Members of the public may attend the meeting in person. There is a period of up to 15 minutes for public questions relating to items on the agenda.

Any question must be submitted to the Town Clerk 24 hours in advance of the meeting, referencing the agenda item it is related to.

Representations will be restricted to a maximum of 2 persons speaking for and/or against the application. In the event of a large number of speakers, the Chairman has the discretion to increase the number allowed to speak.

Each member of public will be able to speak for a maximum of 2 minutes and will have no right of reply. If a question cannot be answered at the meeting, a written response may be provided at a later date.

The Chairman's interpretation of the standing orders is final. Should there be no questions, or the questions complete before the end of 15 minutes the Chairman will move along to the agenda and public participation will end.

## AGENDA

The Planning Committee will commence immediately upon completion of public participation.

79. To receive apologies for absence/substitutions
80. To receive the minutes of the meeting held on 16<sup>th</sup> December 2025
81. To receive Members' Declarations of Interest
82. Chairman's Announcements  
The Chairman will update the committee on any matters that have arisen
83. To note the Planning Action List – no outstanding actions
84. Licensing Applications

The Committee are asked to make any comments as deemed appropriate regarding the below to pass to Mid Sussex DC. The full application can be seen on the planning portal under licensing.

Li/26/0061	King Performance Ltd First Floor The Atrium King Street East Grinstead RH19 3DJ	Remove condition
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85. To note Planning Appeal notifications (Appendix A)

AP/26/0003	Planning reference DM/25/0773	Floran Farm. Hophurst Hill, Crawley Down
AP/26/0005	Planning reference DM/25/1218	Land Adj to 19 Escots Drive, EG
AP/26/0013	Planning reference DM/25/1928	Woodcote, Yew Lane, EG

86. To receive the update regarding the MSDC District Plan Hearing scheduled to commence on 24<sup>th</sup> February 2026 and whether East Grinstead Town Council wishes to submit a written statement for consideration (deadline 5pm 10<sup>th</sup> February for Matters 1 to 6, and 5pm 17<sup>th</sup> February for Matter 7) (Appendix B)
87. To make observations as may be considered necessary in respect of the planning applications (Appendix C)
88. To note any planning and/or appeal decisions received from Mid Sussex District Council attached (Appendix D)

The next meeting of the Planning Committee will be held on **Tuesday 24<sup>th</sup> February 2026 at 7pm**



Oaklands Road  
Haywards Heath  
West Sussex  
RH16 1SS

Switchboard: 01444 458166  
www.midsussex.gov.uk

East Grinstead Town Council  
Clerk To East Grinstead Town Council  
East Court  
East Grinstead  
RH19 3LT

**CONTACT:** Hamish Evans  
**PHONE:** 01444 477228  
**EMAIL:** hamish.evans@midsussex.gov.uk  
**DATE:** 15th January 2026

Dear Sir/Madam

**Mid Sussex Ref:** AP/26/0005  
**Planning Inspectorate Ref:** 6002414  
**Land At:** Land Adj. To 19 Estcots Drive East Grinstead West Sussex  
**Proposed Development:** Proposed erection of one pair of semi detached houses, with associated parking and new shared vehicular access.  
**Appeal By:** Mr E Harradine  
**Start Date:** 15th January 2026

I am writing to let you know that an appeal has been made to the Secretary of State in respect of the above site. The appeal follows the refusal of planning permission DM/25/1218 by this Council.

The appeal will be determined on the basis of written representations. The procedure to be followed is set out in Part 2 of The Town and Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009, as amended.

We have forwarded all the representations made to us on the application to the Planning Inspectorate and the appellant. These will be considered by the Inspector when determining the appeal.

If you wish to make comments, or modify/withdraw your previous representation, you can do so online at: <https://acp.planninginspectorate.gov.uk>.

In deciding whether to provide further comments, you are advised that the appellant may have submitted additional evidence that you have not previously seen. Your comments can address such matters.

If you do not have access to the internet, you can send your comments to:

**The Planning Inspectorate**  
**The Planning Inspectorate**  
**c/o QUADIENT**  
**69 Buckingham Avenue**  
**Slough**  
**SL1 4PN**

**All representations must be received by 19th February 2026.** Any representations submitted after the deadline will not usually be considered and will be returned. The Planning Inspectorate does not acknowledge representations. All representations must quote the Planning Inspectorate's Reference 6002414 / .

Please note that any representations you submit to the Planning Inspectorate will be copied to the appellant and this Local Planning Authority and will be considered by the Inspector when determining the appeal.

The appeal documents are available for inspection at these offices during normal office hours or through the Council's website [www.midsussex.gov.uk/planningregister](http://www.midsussex.gov.uk/planningregister) and select the 'Appeals' button and enter the reference **AP/26/0005** in the search field. An explanatory booklet "Guide to taking part in planning appeals" is available via the GOV.UK website at <https://www.gov.uk/government/collections/taking-part-in-a-planning-listed-building-or-enforcement-appeal>.

When made, the decision will be published online at <https://acp.planninginspectorate.gov.uk>.

Yours faithfully



Assistant Director Planning and Sustainable Economy

NECON

East Grinstead Town Council  
Clerk To East Grinstead Town Council  
East Court  
East Grinstead  
RH19 3LT

**CONTACT:** Joanne Fisher  
**PHONE:** 01444 477330  
**EMAIL:** joanne.fisher@midsussex.gov.uk  
**DATE:** 13th January 2026

Dear Sir/Madam

**Mid Sussex Ref:** AP/26/0003

**Planning Inspectorate Ref:** 6002280

**Land At:** Floran Farm Hophurst Hill Crawley Down Crawley

**Proposed Development:** Proposed conversion of an existing outbuilding to a single storey residential dwelling including its partial demolition. Removal of two outbuildings and erection of a detached 3 bay garage. Removal of existing hardstanding for the formation of a domestic garden.

**Appeal By:** Mr Anthony Batten

**Start Date:** 13th January 2026

I am writing to let you know that an appeal has been made to the Secretary of State in respect of the above site. The appeal follows the refusal of planning permission DM/25/0773 by this Council.

The appeal will be determined on the basis of written representations. The procedure to be followed is set out in Part 2 of The Town and Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009, as amended.

We have forwarded all the representations made to us on the application to the Planning Inspectorate and the appellant. These will be considered by the Inspector when determining the appeal.

If you wish to make comments, or modify/withdraw your previous representation, you can do so online at: <https://acp.planninginspectorate.gov.uk>.

In deciding whether to provide further comments, you are advised that the appellant may have submitted additional evidence that you have not previously seen. Your comments can address such matters.

If you do not have access to the internet, you can send your comments to:

**The Planning Inspectorate**  
**The Planning Inspectorate**  
**c/o QUADIENT**  
**69 Buckingham Avenue**

**Slough  
SL1 4PN**

**All representations must be received by 16th February 2026.** Any representations submitted after the deadline will not usually be considered and will be returned. The Planning Inspectorate does not acknowledge representations. All representations must quote the Planning Inspectorate's Reference 6002280 / .

Please note that any representations you submit to the Planning Inspectorate will be copied to the appellant and this Local Planning Authority and will be considered by the Inspector when determining the appeal.

The appeal documents are available for inspection at these offices during normal office hours or through the Council's website [www.midsussex.gov.uk/planningregister](http://www.midsussex.gov.uk/planningregister) and select the 'Appeals' button and enter the reference **AP/26/0003** in the search field. An explanatory booklet "Guide to taking part in planning appeals" is available via the GOV.UK website at <https://www.gov.uk/government/collections/taking-part-in-a-planning-listed-building-or-enforcement-appeal>.

When made, the decision will be published online at <https://acp.planninginspectorate.gov.uk>.

Yours faithfully



Assistant Director Planning and Sustainable Economy

NECON

East Grinstead Town Council  
Clerk To East Grinstead Town Council  
East Court  
East Grinstead  
RH19 3LT

**CONTACT:** Katherine Williams  
**PHONE:** 01444 477214  
**EMAIL:** katherine.williams@midsussex.gov.uk  
**DATE:** 23rd January 2026

Dear Sir/Madam

**Mid Sussex Ref:** AP/26/0013  
**Planning Inspectorate Ref:** 6002763  
**Land At:** Woodcote Yew Lane East Grinstead West Sussex  
**Proposed Development:** Erection of new self build dwelling alterations to side elevation of existing house to amend the fenestration.  
**Appeal By:** Mr D Hall  
**Start Date:** 21st January 2026

I am writing to let you know that an appeal has been made to the Secretary of State in respect of the above site. The appeal follows the refusal of planning permission DM/25/1928 by this Council.

The appeal will be determined on the basis of written representations. The procedure to be followed is set out in Part 2 of The Town and Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009, as amended.

We have forwarded all the representations made to us on the application to the Planning Inspectorate and the appellant. These will be considered by the Inspector when determining the appeal.

If you wish to make comments, or modify/withdraw your previous representation, you can do so online at: <https://acp.planninginspectorate.gov.uk>.

In deciding whether to provide further comments, you are advised that the appellant may have submitted additional evidence that you have not previously seen. Your comments can address such matters.

If you do not have access to the internet, you can send your comments to:

**The Planning Inspectorate**  
**The Planning Inspectorate**  
**c/o QUADIENT**  
**69 Buckingham Avenue**  
**Slough**  
**SL1 4PN**

**All representations must be received by 25th February 2026.** Any representations submitted after the deadline will not usually be considered and will be returned. The Planning Inspectorate does not acknowledge representations. All representations must quote the Planning Inspectorate's Reference 6002763 / .

Please note that any representations you submit to the Planning Inspectorate will be copied to the appellant and this Local Planning Authority and will be considered by the Inspector when determining the appeal.

The appeal documents are available for inspection at these offices during normal office hours or through the Council's website [www.midsussex.gov.uk/planningregister](http://www.midsussex.gov.uk/planningregister) and select the 'Appeals' button and enter the reference **AP/26/0013** in the search field. An explanatory booklet "Guide to taking part in planning appeals" is available via the GOV.UK website at <https://www.gov.uk/government/collections/taking-part-in-a-planning-listed-building-or-enforcement-appeal>.

When made, the decision will be published online at <https://acp.planninginspectorate.gov.uk>.

Yours faithfully



Assistant Director Planning and Sustainable Economy

NECON

## **Examination into the soundness of the Mid Sussex District Plan 2021-2039**

### **Matters and Issues for Examination**

#### **Preamble**

It is important to read the accompanying Inspector's Guidance Note which sets out details of the organisation of the examination and the hearings.

The plan will be examined under the transitional arrangements set out in paragraphs 234 and 235 of the December 2024 National Planning Policy Framework. That includes the pre-December 2024 standard method for calculating local housing need. Thus the relevant policies for the purposes of the examination will be those in the December 2023 Framework.

The questions below are the key matters and issues that relate to the plan's soundness. Together with my associated comments, they should be addressed by the Council and other relevant parties in their hearing statements.

I have not referred to every policy or allocation and have not addressed every aspect of the plan. The questions only concern those matters that I need to know more about at this stage.

I have separately commented in writing on the soundness of particular development management policies and have invited the Council to draft revised wording where this is necessary for soundness. As these matters are being addressed in writing I do not intend to hold a general hearing session on development management policies.

Following recent government announcements I will not be holding a hearing session on the duty to cooperate although I will consider alignment with neighbouring authorities as part of the discussions on housing and other matters.

From my reading of the plan and representations, my preliminary conclusion is that the plan's preparation has complied generally with the necessary legal requirements and I have therefore not included these in my matters and issues.

After the hearing statements have been received and the number of participants is known, I will issue an agenda for the hearings with approximate timings. If I consider that any matter has been satisfactorily addressed in the written statements it will not be included in the agenda for the hearings. The questions below are therefore likely to be refined and/or reduced in extent for the hearings.

A number of landowners and developers seek to promote sites that have not been allocated in the submitted plan. It is the purpose of the examination to

consider the soundness of the submitted plan, not to consider sites that have not been allocated (“omission sites”), so time will not be allocated to omission sites in the hearings. However, the overall soundness of the spatial strategy will be scrutinised.

## **Matters and Issues**

### **1. The housing requirement**

Whether the plan's housing requirement makes sufficient provision for new homes.

- a) Local housing need
- b) Unmet need from neighbouring authorities and its effect on the plan's housing requirement
- c) Whether the housing requirement needs to be uplifted to meet any other need such as that for affordable housing
- d) Whether a stepped requirement is appropriate

### **2. Housing supply and headroom**

Whether enough housing land has been allocated to ensure that, along with existing permissions and commitments, enough housing land will come forward to meet the housing requirement through the life of the plan and that a 5 year housing land supply will be maintained.

- a) Anticipated housing supply over the plan period
- b) The amount of potential supply headroom over and above the housing requirement
- c) The supply trajectory over the plan period
- d) The potential for lower than anticipated supply arising from delivery impediments, longer lead in times and slower build out rates
- e) The resilience of the plan against such contingencies
- f) The 5 year housing land supply position at adoption
- g) The ability to maintain a rolling 5 year housing land supply

### **3. Homes to meet the needs of all the community**

Whether the plan's policies will enable enough homes to come forward to meet the needs of all groups.

- a) The plan's proposals in respect of a mix of sizes and types of home
- b) Affordable housing
- c) Homes for older people
- d) The provision of accessible homes
- e) The provision of student accommodation and other specialist accommodation.
- f) Self-build and custom homes.
- g) Rural housing
- h) Rural exception sites
- i) Sites to meet the accommodation needs of Gypsies, Travellers and Travelling Showpeople.

#### **4. Meeting business and industrial needs**

Whether business and industrial needs are adequately catered for by the plan.

- a) Existing commitments and whether the plan makes sufficient provision for business and industrial needs
- b) The approach to distribution, including strategic distribution
- c) The existence of any growth sectors or clusters and the plan's approach to them
- d) The plan's approach towards high tech operations, laboratories, R&D and data centres
- e) The approach to, and provision for, retail need
- f) Flexibility towards changes of use (dealt with primarily in writing)
- g) Whether the plan sufficiently supports rural business (dealt with primarily in writing)

#### **5. The spatial strategy**

The effectiveness and soundness of the proposed distribution of new development in meeting social, economic and environmental objectives, whether it will achieve more than the sum of its parts and whether it will amount to positive planning.

- a) Whether the plan's apportionment of development to larger and smaller settlements and freestanding allocations, and to different sizes of site, is effective in ensuring delivery and in meeting community needs
- b) The relationship between the spatial strategy and transport objectives, transport infrastructure and transport constraints
- c) Whether the spatial strategy takes an appropriate approach, at the strategic level, towards climate change mitigation, countryside protection, environmental protection, flood risk and heritage

(Detailed site-specific matters will be dealt with separately in relation to the individual sites.)

#### **6. The selection of sites for allocation in the plan**

The rationality and effectiveness of the site selection process.

- a) The soundness of the process which led to the inclusion of site allocations in the plan and the exclusion of other sites, including the consideration of mitigation measures to address constraints
- b) The rationale behind the selection of the strategic and larger site allocations

#### **7. Site allocations**

For each of sites DPSC1, DPSC2, DCSP3, DCSP4, DCSP5, DCSP6, DPSC7, DPA7 and DPA12

Whether the plan adequately lays the framework for the sustainable development of each site.

- a) How good urban design would be created, including good building design, legible layouts, attractive streets and open spaces, active frontages, the integration of sustainable transport and climate change mitigation
- b) The implications for the wider transport network (including the impact on nearby communities) and how necessary mitigation measures would be delivered
- c) The implications for the impact on, and provision of, social and community facilities (such as schools and health facilities) and how necessary new facilities would be funded and provided
- d) The implications for access to retail and employment centres
- e) The effect on the appearance of the area including the character of the countryside, taking into account any mitigation measures
- f) The protection of wildlife and biodiversity and opportunities for enhancement
- g) The protection of heritage assets
- h) The funding and delivery of necessary infrastructure and other necessary mitigation measures
- i) The position regarding the existing condition of the site and its deliverability
- j) Whether the Council's assumptions are realistic in respect of densities, start dates, number of suggested outlets and build out rates, and hence the delivery trajectory

Jonathan Bore

INSPECTOR

13 January 2026

# Examination into the soundness of the Mid Sussex District Plan 2021-2039

## GUIDANCE NOTE FROM THE INSPECTOR

*The hearings on the above plan will commence at 10.00am on 24 February 2026 and will form part of my examination into the soundness of the Plan.*

### Introduction

1. I am the Planning Inspector appointed by the Secretary of State for Communities and Local Government to examine the soundness of the Mid Sussex District Plan 2021-2039. I have prepared this guidance note. Its purpose is to explain the procedural and administrative matters relating to the examination.
2. The Programme Officer (PO) for the Examination is **Charlotte Glancy**. She is acting as an independent officer for the Examination, under my direction. Charlotte will be responsible for organising the programme of hearings, maintaining the examination library, recording and circulating all material received, and assisting me with procedural and administrative matters. She will also advise on any programming and procedural queries. Any matters that the Council or representors wish to raise with me should be addressed to the Programme Officer. She can be contacted by: [bankssolutionsuk@gmail.com](mailto:bankssolutionsuk@gmail.com)
3. Information about the progress of the Examination and links to documents are provided on Mid Sussex District Council's website:

<https://www.midsussex.gov.uk/planning-building/mid-sussex-district-plan/district-plan-review-examination/>

### The Inspector's role

4. My task is to consider the soundness and legal compliance of the Plan, on the basis of the relevant legislation and the guidance in the National Planning Policy Framework (the NPPF). By virtue of the transitional arrangements in paragraphs 234 and 235 of the 2024 version of the NPPF, the relevant national planning policies under which the plan will be examined are those of the December 2023 Framework.
5. Considering soundness involves examining the Plan to determine whether it is:
  - (a) *positively prepared* – based on a strategy which seeks to meet objectively assessed development and infrastructure requirements;
  - (b) *justified* – an appropriate strategy when considered against the reasonable alternatives, based on proportionate evidence;
  - (c) *effective* – deliverable over its period and based on effective joint working;
  - (d) *consistent with national policy* – enabling the delivery of sustainable development in accordance with the NPPF's policies.
6. Further details of the examination process are set out in Procedure Guide for Local Plan Examinations, the latest version of which is dated 27 November 2025. [Link] See Annex A for details of where to find this document and other useful publications and advice.
7. My starting point for the examination is that the Council have submitted what they consider to be a sound plan, as the NPPF requires. Those seeking changes must demonstrate why the plan is unsound by reference to one or more of the tests of soundness.
8. I will seek to address unresolved issues concerning the soundness or legal compliance of the plan through the examination hearings, and through consideration of written submissions. It should be emphasised that my role is not to improve the plan, but to determine whether or not it meets the soundness tests. It is possible that further work will need to be carried out by the Council. If that is the case, the timetable, when known, will be posted on the website.

## Examination into the soundness of the Mid Sussex District Plan 2021-2039

9. After the hearings have closed, I will prepare a report for the Council with my conclusions. If I find the plan is legally compliant and sound in all respects, my report will recommend its adoption. If I find that it is non-compliant or unsound in any respect, I will recommend modifications to make it compliant and sound. My report will deal with the main issues concerning the soundness of the plan, taking into account all the representations received. It will not deal with the detail of each individual representation.
10. Consultation will take place on any main modifications required to make the plan sound, and where appropriate, modifications may also need to be covered by a revised sustainability assessment. The Council may then formally adopt the plan, incorporating the modifications which I recommend.

### Number of representations

11. 1155 valid representations were received on the plan.

### Progressing your representations

12. Representors may have already indicated whether their views should be dealt with in written form or whether they feel that they need to come and discuss them orally at a hearing session. **However, in order to participate in a particular hearing session you must inform the Programme Officer by 5pm on 3 February 2026, citing which session(s) you wish to participate in.** In doing so it is important to understand that written and oral submissions will carry the same weight and I will have equal regard to views put at a hearing or in writing. Participation at a hearing session will only be useful and helpful to me if you need to participate in a discussion concerning the soundness or legal compliance of the plan. The housing topics will be of a technical nature. In the interests of fairness to other participants, no additional request to appear at hearing sessions will be accepted after the date specified above, unless there are special circumstances justifying it.
13. The right to participate in a hearing extends only to those who have proposed changes to the plan in order to make it sound and legally compliant. There is no need for those who have supported the plan to take part in the hearings. The hearing sessions will be recorded and made available through the Council's website to enable people to follow the discussions. I may invite additional participants to participate in the hearings where I think they are needed to enable the soundness of the Plan to be determined.
14. Those who wish to proceed by written means can rely on what they have already submitted. The original representations should have included all the points and evidence necessary to substantiate them, so there will be no need to submit further material based on the original representations. However, an opportunity does exist to submit further written material in the form of a hearing statement. This should be limited to responding to the matters, issues and questions that I have identified. They should not merely repeat the representations or stray beyond the issues to which each original representation refers. Further details regarding hearing statements are set out below. If any person or organisation wishes to submit a further written statement, an electronic copy should be supplied to the Programme Officer by **5pm on 10 February 2026**. A separate statement should be supplied for each matter addressed; please do not combine responses to more than one matter within a single statement.

## Examination into the soundness of the Mid Sussex District Plan 2021-2039

### The hearing sessions

15. The hearing sessions for the examination will take place at the following location:

**Council Chamber, Oaklands, Oaklands Road, Haywards Heath, West Sussex, RH16 1SS**

16. The hearings will take the form of a series of discussions based on the matters, issues and questions that I have identified. They will concentrate only on the major topics; many of the more detailed matters are being dealt with in writing.

17. An agenda will be issued in its final form about a week before the hearing session. The agenda may be narrower and more focused than the matters and issues accompanying this note, in response to the submitted evidence and statements. I will concentrate on the issues that I need to hear more about. The emphasis will be on testing for soundness.

18. I will lead the hearings and go through the identified issues and questions by means of a structured discussion. This will be in the form of a set of questions from myself and responses from the participants. The aim of the hearings is to enable me to gain the information necessary to come to a firm conclusion and decision on the agenda items.

19. Please take careful note of the following bullet points.

- Participation is arranged through the Programme Officer. In the interests of efficiency the Programme Officer and I will seek to allocate participants to sessions where we consider they would make the most effective contribution.
- Where several different people or groups have submitted similar representations on the same matter, the Programme Officer will ask prospective participants to nominate a single spokesperson.
- Short hearing statements will be welcomed (see below for details).
- There will be no formal presentation of evidence, as I will have read all the relevant representations and statements beforehand, and will expect all the other participants to have done so.
- There is no cross-examination and is very common for people to participate without professional or legal representation.
- However, participants may be supported by legal and professional experts if they wish, who will be treated as part of their team.
- In the interests of efficiency it may be necessary to restrict the number of participating individuals from each team. Participants should nominate one well-briefed spokesperson to speak for them. Exceptions to this will be made where barristers have been appointed or where two or three technical experts are necessary to explain the evidence.
- The hearings will be inquisitorial rather than adversarial and will be short and focused with careful control over the discussion and the time taken.
- For each topic or sub-topic I will set out the matters to be covered and then invite individuals to make their contribution in response to the points I have raised.
- Be aware that for some topics I may go round the table only once.

## **Examination into the soundness of the Mid Sussex District Plan 2021-2039**

- Counter argument is acceptable where it adds to the evidence but contradiction for the sake of it is not encouraged.
- I will intervene to stop the unnecessary repetition of points.
- Participants should respond to the questions raised rather than simply reading out their already submitted written representations.
- All participants will have an equal opportunity to contribute but for each topic the Council will have the final say.
- No more evidence can be submitted once the hearing session has closed, except with my agreement.

### **The hearing timetable**

20. The hearings are due to open at 10.00am on 24 February 2026. As indicated above, a timetabled agenda will be produced in due course and will be published on the Council's website. Regular updates to the agenda will be available on the Council's website, or in paper form from the Programme Officer. Invitations will be sent out by email in advance.
21. The hearing sessions will normally start at 10.00am and 2.00pm each day, but these times may vary if longer or shorter sessions are necessary. A programme for the hearing sessions will be finalised ahead of the hearings. Participants should check the Council's website for confirmation of start times. Short breaks will be taken at convenient points in the mid-morning and mid-afternoon, and lunch will usually be taken at about 1.00pm. It is the responsibility of individual participants to ensure that they are present at the correct time and are fully committed to attend the whole hearing session to which they have been invited; latecomers may not be admitted. The proceedings of each hearing session will be streamed and recorded and will be accessible from the Council's YouTube Channel. This will allow those who wish to follow the hearings but who are not invited as participants to follow the discussions.

**Examination Library:** <https://www.midsussex.gov.uk/planning-building/mid-sussex-district-plan/district-plan-review-examination/>

22. Documents prepared by the Council are available to view on, or download from, the Council's website. As additional Examination Documents are produced, including participants' hearing statements, they will be added to the library. The library will therefore include all the documents that you are likely to need to refer to. If anyone is in any difficulty gaining access to documentation, please contact the Programme Officer.

### **Hearing statements**

23. The following provisions should be carefully read and followed. Otherwise statements will be returned.
24. Short written statements may be produced by each representor. There should be one separate statement for each matter. Each statement can cover any of the issues identified in the Inspectors' Matters and Issues but should not stray beyond those issues. Written statements for the hearings must be:
- clearly headed with the name of the representor;
  - limited to no more than 3,000 words per matter (except for those produced by the Council), but additional relevant appendices may be attached;
  - confined to the issues and questions that I have identified;
  - no longer than is necessary to deal with their subject matter;
  - clearly related to the original representation whilst avoiding unnecessary repetition.

## **Examination into the soundness of the Mid Sussex District Plan 2021-2039**

25. Hearing statements from all participants except for the Council should be emailed to the Programme Officer to arrive by **5pm on 10 February 2026**, for Matters 1 to 6, and **5pm on 17 February 2026** for Matter 7. The Council's hearing statements for Matters 1 to 6 should be emailed to arrive with the Programme Officer by **5pm on 13 February 2026**, and for Matter 7, **5pm on 20 February**. All participants should adhere to the timetable for submitting statements.
26. Whilst there is nothing to prevent you from relying on your original representations or on hearing statements that were prepared for the 2024 hearings, it is helpful for statements to be based on the most recent evidence.
27. Late submissions and additional material (other than that invited by us) are unlikely to be accepted on the day of the relevant session. If material is not received by the deadlines stated below, the PO will assume that you are relying only on the original representations.
28. Please email electronic versions of all statements and appendices to the Programme Officer [PO] in Word or PDF format; [bankssolutionsuk@gmail.com](mailto:bankssolutionsuk@gmail.com)
29. Please only submit appendices to statements where they are essential. The statement should make it clear why they are relevant. Appendices should have a contents page and be paginated throughout. They do not need to contain extracts from any publication that is already before the examination, such as the Submission, Supporting and Examination Documents, provided the relevant parts of those documents are adequately cross-referenced. The 3,000-word limit does not apply to appendices, but they should respect the aim of succinctness.
30. The Council must produce statements dealing with all my issues and questions. The Council's statements must explain why they consider the plan to be sound or compliant in that particular aspect and, if appropriate, the effect the changes sought by other parties would have on soundness. The Council may also include any responses they wish to make to the matters raised by the original representations. Because of these additional requirements, the Council's statements are not subject to the 3,000-word limit, but they should still be succinct.
31. Hearing statements will be posted on the Examination website, so that they are available to all participants and anyone else who wishes to read them. Because they will be available in this way, they will not be circulated directly to participants.

### **Statements of common ground**

32. The Council and participants are strongly encouraged jointly to produce statements of common ground, to assist with the understanding of relevant matters, clarify where there is agreement, and to identify or resolve areas of dispute. These will enable the hearing to concentrate on the key issues that need further testing to establish whether the plan is sound. They could, for example, include agreed wording of a suggested change to a policy, agreed factual information, or clearly-identified points of disagreement. Statements of common ground should be submitted in time to feed into the relevant hearing statement by the 10 February 2026. Exceptionally I may accept a statement of common ground beyond this date should it help to clarify a particular matter.

### **Site visits**

33. Where necessary, I will visit sites and areas referred to in the representations and statements. These visits will generally take place unaccompanied by any other parties, unless I need to arrange access to private land.

### **Closing the examination**

34. The examination will remain open until my report is submitted to the Council. However, no further representation or evidence will be accepted after the hearings sessions have closed, unless I specifically request it. Any late unsolicited material will be returned.

## Examination into the soundness of the Mid Sussex District Plan 2021-2039

### Finally

35. I emphasise:

- I will have equal regard to representations made in writing and those made orally at the hearings;
- any further statements must focus on my matters, issues and questions and there must be separate statements for each matter;
- be aware of the need for succinctness, respecting the letter and spirit of the 3,000 word limit, and the other requirements; and
- you must meet the deadline for the submission of statements.

Jonathan Bore

INSPECTOR

12 January 2026

# Examination into the soundness of the Mid Sussex District Plan 2021-2039

## **ANNEX A**

### **Sources of relevant documents and advice**

#### **A. The Council's website**

All documents and information for the Local Plan examination are available on the Council's website at:

<https://www.midsussex.gov.uk/planning-building/mid-sussex-district-plan/district-plan-review-examination/>

Please contact the Programme Officer if you have any difficulty accessing or locating documentation.

#### **B. Relevant legislation**

These documents can be searched for and found at: <http://www.legislation.gov.uk>:

#### **C. Guidance from the Planning Inspectorate**

Procedure Guide for Local Plan Examinations (November 2025). This can also be found at <http://www.legislation.gov.uk>

## Hearing programme

### Week 1 (starting Tuesday 24 February 2026)

Day 1, Tues 24 Feb	Introductions and arrangements Matter 1: The housing requirement, including LHN and unmet needs
Day 2, Wed 25 Feb (AM only)	Matter 1 continued
Day 3, Thur 26 Feb	Matter 2: housing supply and headroom
Day 4, Fri 27 Feb	Matter 2: continued if necessary Inspector summing up

### Week 2 (starting Tuesday 3 March 2026)

Day 5, Tues 3 Mar	Inspector announcements including observations on Matters 1 and 2 Matter 3: Homes to meet the needs of all the community Matter 4: Meeting business and industrial needs
Day 6, Wed 4 Mar	Matter 5: The spatial strategy
Day 7, Thur 5 Mar	Matter 5: The spatial strategy, continued if necessary
Day 8, Fri 6 Mar	Matter 6: The selection of sites for allocation in the plan Inspector summing up

### (One week's gap for evaluation and preparation)

### Week 3 (starting Tuesday 17 March 2026)

Day 9, Tue 17 Mar	Inspector announcements Matter 7: sites DPSC3, DPSC4, DPSC5, DPSC6 and DPSC7
Day 10, Wed 18 Mar	Matter 7: sites DPSC1 and DPSC2
Day 11, Thu 19 Mar	Matter 7: sites DPA7 and DPA12
Day 12, Fri 20 Mar	Any necessary discussion on main modifications Inspector summing up

Planning Application No	Ward	Location	Proposal
DM/25/2560/HOU	Town South	10 Warburton Close East Grinstead West Sussex RH19 3TX	Proposed two storey side extension. Revised Tree Report received 08.01.2026.
DM/25/2656/VOC	Imberhorne	Walnut Marches Crawley Down Road Felbridge East Grinstead	Variation of conditions no's 13 (Ecology mitigation and enhancement measures) and 24 (approved plans) relating to planning application DM/23/0990 (Updated Bat Survey Report received 29.12.2025)
DM/25/3074/HOU	Imberhorne	12 Felbridge Court East Grinstead West Sussex RH19 2NP	Proposed two storey side extension with juliette balcony to first floor side elevation
DM/25/3080/COU	Town South	Mid Sussex Timber 79 Railway Approach East Grinstead West Sussex	Change of Use of part of an existing building used as a builder's merchant (B2) to self storage (B8) including associated parking.
DM/25/3174/HOU	Herontye & Ashplats South	Rivendell Portland Road East Grinstead West Sussex	Part of the garage converted to habitable space. Alterations to the front entrance porch and hipped roof replaced with a flat roof. Replace the ground floor windows with sliding doors and construct raised decking with steps to the south elevation. Insert ground floor window to the east elevation. External materials changed on the north elevation and windows replaced throughout. (Amended plans with screening recieved 16.01.2026)
DM/26/0008/VOC	Imberhorne	15 Stream Park East Grinstead West Sussex RH19 1QN	Variation of condition no 2 relating to planning application DM/20/3302 - to allow for design changes.
DM/26/0010/HOU	Town South	The Nest 8 Ridgeway East Grinstead West Sussex	Proposed attached garage.
DM/26/0027/HOU	EG South	3 Jacobs Rise East Grinstead West Sussex RH19 4TU	Proposed part garage conversion and loft conversion with 2 front dormers and 1 rear dormer and front rooflight.
DM/26/0037/TREE	Town South	19 Musgrave Avenue East Grinstead West Sussex RH19 4BP	To reduce two Silver Birch by 3m all the way around.
DM/26/0073/FUL	EG South	Land off West Hoathly Road East Grinstead West Sussex	The erection of 44 new homes with access from West Hoathly Road, vehicle and cycle parking, landscaping, drainage, and associated infrastructure and highway works.
DM/26/0076/HOU	Imberhorne	13 Fairlawn Crescent East Grinstead West Sussex RH19 1NX	Single Storey Extension
DM/26/0078/LDC	Ashplats North	14 Sycamore Drive East Grinstead West Sussex RH19 3UJ	Proposed single storey rear extension to replace conservatory
DM/26/0079/TREE	Town North	1 St Agnes Road East Grinstead West Sussex RH19 3RP	2 x Lime trees (G1) - Reduce crown height and spread by approximately 2m. 1 x Oak tree (G1)- Reduce overhanging branches growing towards property by approximately 2m back to previous reduction points and reduce remaining crown to balance.
DM/26/0109/ADV	Imberhorne	Pets At Home Unit B Bridge Park 2 Imberhorne Lane RH19 1QY	Proposed 2 internally illuminated fascia signs and 2 totem signs.
DM/26/0131/RSM	Imberhorne	Land South And West Of Upper Imberhorne School Imberhorne Lane East Grinstead West Sussex	Approval of Reserved Matters following Outline Planning Permission (Ref. DM/23/2699) relating to appearance, landscaping, layout and scale for 550no. new residential units.

Planning Application No	Ward	Location	Proposal
DM/26/0142/TREE	Imberhorne	4 Oak Farm Place Felbridge East Grinstead West Sussex RH19 2RN	T1 and T2 Beech Trees - Reduce back from house by 2 metres. T3 Willow - Re-pollard tree to previous points.
DM/26/0159/TREE	Herontye & Ashplats South	5 High Trees Ship Street East Grinstead West Sussex	T1 Oak - Re-pollard the tree back to the established historic pollard points, while creating secondary pollard points by reducing selected branches approximately 1 - 2 meters above the original pollard heads.

Planning Application No	Ward	Location	Proposal	EGTC Comments	MSDC Decision
DM/25/1695/VOC	Town North	31 The Old Convent East Grinstead West Sussex RH19 3RS	Variation of condition No: 2 of planning permission DM/23/2188/HOUS to amend the plans approved to allow for minor construction changes and <del>changes in drawing numbers</del>	No comment	Approved 06/01/2026
DM/25/2025/HOU	Town North	97 Moat Road East Grinstead West Sussex RH19 3LW	Erection of a single storey rear extension and a double storey side extension, including demolition of existing garage and side extension.	No comment.	Approved 07/01/2026
DM/25/2742/TREE	Baldwins	1 Overton Shaw East Grinstead West Sussex RH19 2HN	Oak - Reduce crown by up to 2m	The committee supported approval subject to no adverse report from the MSDC tree officer.	Approved 20/01/2026
DM/25/2854/HOU	Imberhorne	9 Sackville Close East Grinstead West Sussex RH19 2SG	Installing a modular ramp system to allow wheelchair access to the property	No comment	Approved 12/01/2026
DM/25/2902/LDC	Imberhorne	Wolding Yew Lane East Grinstead West Sussex	To retain outbuildings erected within 2m of the boundaries of the site.	No comment	Approved 20/01/2026
DM/25/2908/FUL	Imberhorne	Duaris House Imberhorne Way East Grinstead West Sussex	Proposed construction of an external plant room with an acoustic enclosure to the west of the existing building,	No comment	Approved 07/01/2026
DM/25/2914/LDC	Herontye & Ashplats South	1 Collingwood Close East Grinstead West Sussex RH19 4BQ	New proposed rear extension	No comment	Approved 07/01/2026
DM/25/2944/FUL	Imberhorne	1-9 Beech Close Newlands Crescent East Grinstead West Sussex	Replacement roof coverings like for like. Overcladding of existing timber fascia, soffit, and bargeboard with new uPVC cladding to match existing. Overcladding of existing timber cladding with uPVC to match existing. Replacement rainwater goods to match the existing.	No comment	Approved 12/01/2026
DM/25/2946/HOU	Imberhorne	49 Blount Avenue East Grinstead West Sussex RH19 1JJ	Proposed ground and first-floor extensions, internal reconfiguration including conversion of garage to habitable room and new/altered window and door openings, with materials matching existing house.	No comment	Approved 15/01/2026
DM/25/2947/HOU	Herontye & Ashplats South	47 Morton Road East Grinstead West Sussex RH19 4AF	Proposed two storey rear extension with vertical cladding and extension of flat garage roof, new front porch (amended description 19.12.2025)	No comment	Approved 19/01/2026
DM/25/2971/LDC	Baldwins	Oaklands Furze field Road East Grinstead West Sussex	Use of the land for siting a mobile unit for use ancillary to the main dwelling.	No comment	Approved 06/01/2026
DM/25/3019/LDC	Imberhorne	The Spinney Chapmans Lane East Grinstead West Sussex	Conversion of existing garage to living room and creation of new ground floor left flank window	No comment	Approved 16/01/2026
DM/25/3034/HOU	Imberhorne	35 Heathcote Drive East Grinstead West Sussex RH19 1NB	Proposed porch to front elevation with new roof extending over garage	No comment	Approved 26/01/2026
DM/25/3046/HOU	Ashplats North	205 Holtye Road East Grinstead West Sussex RH19 3ER	Demolition of existing garage and store and construction of garden room.	No comment	Approved 20/01/2026
DM/25/3085/TREE	Herontye & Ashplats South	Forest View 2 Garden Close East Grinstead West Sussex	Holly Tree (T1) reduce height by up to 1.5m. Trim sides by up to 1m. Ensure a clearance of 1.5m from Building. Works are to be carried out approximately every 2 years.	The committee supported approval subject to no adverse report from the MSDC tree officer.	Approved 20/01/2026