



EAST GRINSTEAD TOWN COUNCIL

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

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Town Clerk: Samantha Heynes BA, FSLCC

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To: Members of the Planning Committee
Quorum is 3

9th October 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 **THURSDAY 15TH OCTOBER 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.

46. To receive apologies for absence/substitutions

47. To receive the minutes of the meeting held on 24th September 2026

48. To receive declarations of interest from Members in respect of any matter on the agenda. The disclosure must include the nature of the interest. If you become aware, during the meeting, of an interest that has not been disclosed under this item you must immediately disclose it.

49. To receive a verbal report from the Chairman

50. To note the Planning Action List (Appendix A)

51. To make observations as may be considered necessary in respect of the planning applications (Appendix B)

52. To note any planning and/or appeal decisions received from Mid Sussex District Council attached (Appendix C)

The next meeting of the Planning Committee will be held on **Thursday 5th November 2026 at 7pm.**

APPENDIX A

EAST GRINSTEAD TOWN COUNCIL

ACTION LIST – FULL COUNCIL & COMMITTEES

For Information only – No Resolutions can be made from the Action List

Committee	Min No	Details	Date	Action by	Comments	Status	Date completed	Date taken to committee
Planning	40	Provide feedback reflecting EGTC support for the new operational vehicle storage facility.	24/09/2026	Clerk	Feedback submitted.	Complete	25/09/2026	
Planning	41	Share support for proposed CHS at Imberhorne Lane/Turners Hill Road junction.	24/09/2026	Clerk	Emailed resident and Cllr Russell with support for the scheme.	Complete	25/09/2026	

APPENDIX B

Planning Application List

Planning Application No	Ward	Location	Proposal	Date of EGTC Committee
DM/22/0560/ADV	Herontye & Ashplats South	Knight And Butler Structural Steelwork Contractors First Floor 2 High Street East Grinstead RH19 3AW	To use a traditional style of wooden A board with double sided signage of overall dimension LxWxH 53 x 50 x 90cm, with an advertising display space of 45.5 x 65cm on each side.	15/10/2026
DM/26/1772/FUL	Town North	Russets Sandy Lane East Grinstead West Sussex	Proposed replacement dwelling (part retrospective) to formalise the proposed works under DM/25/3157, due to the amount of walls being rebuilt and making good to the existing residence.	15/10/2026
DM/26/1858/HOU	Herontye & Ashplats South	7 Portland Road East Grinstead West Sussex RH19 4EB	Proposed ground floor rear/side extension, side garage new pitched roof, removal of rear chimney (Amended Description and amended plans rcvd 18.09.2026)	15/10/2026
DM/26/1974/VOC	Herontye & Ashplats South	9 Morton Road East Grinstead West Sussex RH19 4AF	Variation of condition no.14 relating to planning application DM/23/0925 - addressing discrepancies in levels identified on site and an updated landscaping scheme.	15/10/2026
DM/26/2163/RMA	Imberhorne	Land South And West Of Imberhorne Upper School Imberhorne Lane East Grinstead West Sussex	Reserved Matters application for a retirement living scheme (Use Class C2) for 134 dwellings at Land West of Imberhorne Lane. The Reserved Matters include appearance, landscape, layout and scale, pursuant to outline approval DM/23/2699. Also to include details to address condition no. 24 relevant to the Care Community element of DM/23/2699.	15/10/2026
DM/26/2221/PNC	Town South	At This Point 64 London Road East Grinstead West Sussex	Change of use of Class E commercial, business and service to C3 residential.	15/10/2026
DM/26/2266/FUL	Town South	30 Cantelupe Road East Grinstead West Sussex RH19 3BJ	Proposed conversion on existing ground floor vacant commercial property into residential use, dividing into 1x one bedroom flat and 1x studio flat. Introduction of 8 rooflights to rear building, landscaping of internal courtyard. Reduction of existing garage to create new access to rear section of the building.	15/10/2026
DM/26/2281/HOU	Ashplats North	2 Fairlight Cottage Holtye Road East Grinstead RH19 3QF West Sussex	Demolition of lean to, replacement with 2 storey extension and addition of rear extension	15/10/2026
DM/26/2284/HOU	Baldwins	Cherry Tree Cottage Lingfield Road East Grinstead West Sussex	External alterations and refurbishment of the dwelling, demolition of the existing porch and erection of a single-storey front extension, together with the relocation and reconfiguration of the existing vehicular access.	15/10/2026
DM/26/2288/HOU	EG South	Gabriels 5A Saint Hill Green East Grinstead RH19 4NG West Sussex	Erection of an automated entrance gate with two brick piers and a pedestrian gate. Erection of a detached single storey bike store with a sedum roof, forward of the principle elevation of the dwelling.	15/10/2026
DM/26/2338/FUL	Town South	7 - 12 Sunnyside Close East Grinstead West Sussex RH19 4QW	Replacement of existing external timber cladding with non-combustible timber-effect cladding to match the existing colour and profile, together with all associated ancillary and fixing works to improve building fire safety performance.	15/10/2026
DM/26/2340/HOU	Baldwins	2 Baldwins Field East Grinstead West Sussex RH19 2HE	Single storey rear extension with two roof skylights and a bifold door	15/10/2026
DM/26/2370/HOU	Herontye & Ashplats South	5 Cornwall Gardens East Grinstead West Sussex RH19 4TJ	Erection of a 1.8m high timber boundary fence and gate.	15/10/2026
DM/26/2388/LDC	Herontye & Ashplats South	25 Benchfield Close East Grinstead West Sussex RH19 3NZ	Proposed roof alteration to the rear of the house - erection of a new dormer with associated internal and external works and alterations. Materials to match existing roof.	15/10/2026
DM/26/2397/TREE	Imberhorne	3 Neale Close East Grinstead West Sussex RH19 2SA	(T1) Maple - crown reduction of approximately 1.5m to 2m	15/10/2026
DM/26/2086/HOU	Baldwins	1 Alders View Drive East Grinstead West Sussex RH19 2DN	Retrospective Installation of retaining walls after landslide in 2020 and subsequent ones (Amended location and site plan received 5 October 2026)	15/10/2026

Planning Application No	Ward	Location	Proposal	Date of EGTC Committee
DM/26/1741/FUL	Town South	Land At St James Road East Grinstead West Sussex	Erection of 5no. dwellings, together with associated gardens and landscaping (Amended Floor Plans received 30.09.2026) .	15/10/2026
DM/26/2435/FUL	EG South	Ty Gwilym Worsted Lane East Grinstead West Sussex RH19 3UF	Conversion of existing attached double garage. Main hipped roof extension with catslide roof over converted garage, incorporating first floor extension. New windows arrangement to front elevation at ground and first floors. New windows and doors arrangement to rear elevation at ground and first floors. New lean to tiled roof with rooflights to replace existing lean to glazed utility roof. New open porch to front entrance with tiled hipped roof. Internal refurbishment in association with conversion and extension. New tiled driveway and relocated entrance comprising a pair of facing brick piers and gates. New double garage.	15/10/2026
DM/26/2450/TREE	EG South	The Plantation Saint Hill Road East Grinstead West Sussex	Works to trees in The Plantation, Saint Hill Road, East Grinstead as specified in submitted Tree Hazard Assessment Survey Report.	15/10/2026
DM/26/2002/FUL	Town South	48 Harvest Hill East Grinstead West Sussex RH19 4BT	Renovation of existing garden patio, replacing broken tiles, creating new retaining walls, seating areas, raised beds, perimeter screening and drainage.	15/10/2026
DM/26/2376/FUL	Imberhorne	57 Heathcote Drive East Grinstead West Sussex RH19 1NB	Change of shop front and signage including new roller shutter.	15/10/2026
DM/26/2425/FUL	Town South	East Grinstead Lawn Tennis And Squash Club Ship Street East Grinstead West Sussex RH19 4EE	Proposed replacement of the existing metal halide floodlighting with modern LED luminaires, together with the replacement of 4 no. existing lighting columns.	15/10/2026
DM/26/2439/FUL	Town South	1 Dexter Drive East Grinstead West Sussex RH19 4SU	Proposed side porch to connect house and detached garage.	15/10/2026

APPENDIX C

Planning Application List

Planning Application No	Ward	Location	Proposal	Date of EGTC Committee	EGTC Comments	MSDC Decision	Date decision reported to EGTC Committee
DM/26/1446/HOU	Ashplats North	Little Shovelstrode Hall Holtye Road East Grinstead West Sussex	Conversion of stables to ancillary residential annex	02/07/2026	No comment	Approved 17/09/2026	15/10/2026
DM/26/1475/FUL	Imberhorne	Upper Woodside 29 Crescent Road East Grinstead West Sussex	Demolition of existing external concrete staircase. Erection of replacement external metal staircase and balcony above existing rear single storey extension. Minor alteration to rear hipped roof of extension to remove valley.	02/07/2026	No comment	Approved 24/09/2026	15/10/2026
DM/26/1859/FUL	Town South	Pavement Adj To 41 London Road East Grinstead West Sussex	Proposed installation of 1no. new BT Street Hub, incorporating 2no. digital 75" LCD advert screens, and 1no. associated BT Phone Kiosk removal.	13/08/2026	No comment	Approved 28/09/2026	15/10/2026
DM/26/1860/ADV	Town South	Pavement Adj To 41 London Road East Grinstead West Sussex	Proposed installation of 1no. new BT Street Hub, incorporating 2no. digital 75" LCD advert screens, and 1no. associated BT Phone Kiosk removal.	13/08/2026	No comment	Approved 28/09/2026	15/10/2026
DM/26/1861/FUL	Town South	Pavement At Junction Of Railway Approach And London Road East Grinstead West Sussex	Proposed installation of 1no. new BT Street Hub, incorporating 2no. digital 75" LCD advert screens, and 1no. associated BT Phone Kiosk removal.	13/08/2026	No comment	Approved 29/09/2026	15/10/2026
DM/26/1863/ADV	Town South	Pavement At Junction Of Railway Approach And London Road East Grinstead West Sussex	Proposed installation of 1no. new BT Street Hub, incorporating 2no. digital 75" LCD advert screens, and 1no. associated BT Phone Kiosk removal.	13/08/2026	No comment	Approved 29/09/2026	15/10/2026
DM/26/2128/PNC	Town South	4 Cantelupe Mews Cantelupe Road East Grinstead West Sussex	Change of use from Class E to create 2 residential units.	24/09/2026	No comment	Approved 07/10/2026	15/10/2026