



# 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 (Hons), FSLCC

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## PLANNING COMMITTEE

### Minutes of the meeting held at 7pm on Tuesday 17<sup>th</sup> March 2026

**Committee:** Cllr L Gibbs (Chair)  
Cllr E Godwin (Vice Chair)  
Cllr J Belsey (Town Mayor)\*  
Cllr H Farren  
Cllr J Mockford\*  
Cllr S Ody  
Cllr S Reeves (Deputy Town Mayor)\*  
Cllr T Scott\*  
Cllr R Whittaker

\* absent

**In Attendance:** Town Clerk

### PUBLIC PARTICIPATION

None present.

#### 89. **APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Cllrs Mockford and Scott offered their apologies, which were noted.

#### 90. **MINUTES**

**RESOLVED:** The previously circulated minutes of the meeting held on 3<sup>rd</sup> February 2026 were agreed by the Committee and signed by the Chairman. It was noted the meeting previously scheduled for 24<sup>th</sup> February 2026 had been cancelled.

#### 91. **DECLARATIONS OF PERSONAL & PREJUDICIAL INTEREST FROM MEMBERS**

Cllr Whittaker declared membership of MSDC's District Planning Committee and so reserved his right to amend his views in future based on further information from officers, the public or other representations.

Cllr Farren declared an interest in planning application DM/26/0499/FUL due to a family connection to an existing trustee of the Sports Club.

#### 92. **CHAIRMAN'S ANNOUNCEMENTS**

Thanks expressed to Cllr Godwin for chairing the last meeting in the absence of the Chairman.

Details of the briefing note shared by MSDC regarding their attempts to encourage empty housing back into use had been shared last month.

The closing of the consultation for Wealden District Plan next week was noted.

The first tranche of hearings for MSDC's District Plan had taken place in February, with Planning officers working on identifying additional sites and housing numbers in relation to the unmet need in neighbouring districts, specifically Crawley. The timings of future hearings was currently unknown.

The Clerk was instructed to review and circulate details of all local sites rejected at Stage 3C (the final stage) as these were being revisited.

93. **TO NOTE THE PLANNING ACTION LIST**

No actions were outstanding.

94. **TO MAKE OBSERVATIONS AS MAY BE CONSIDERED NECESSARY IN RESPECT OF PLANNING APPLICATIONS**

**RESOLVED:** That Mid Sussex District Council be informed of the observations of this Committee in relating to the applications set out in the Appendix A to these minutes, as indicated in column 5.

95. **TO NOTE ANY PLANNING AND/OR APPEAL DECISIONS RECEIVED FROM MID SUSSEX DISTRICT COUNCIL**

The decisions were noted by the Committee as detailed in Appendix B.

The next meeting of the Planning Committee would be held on **Tuesday 7<sup>th</sup> April 2026 at 7pm.**

The meeting closed at 19:33hrs.

Signed

Chair

Planning Application No	Ward	Location	Proposal	EGTC Comments
DM/25/2833/FUL	Herontye & Ashplats South	Hampton House High Street East Grinstead West Sussex	Change of use of building from Class E to residential to form 4no flats, consisting of internal changes to the floor plan. (Revised plans received 27.11.2025) (Revised description agreed 01.12.2025) (Revised plans received 23.01.2026 and 18.02.2026. Further and updated information received 30.01.2026 and 18.02.2026)	Recommend approval 16/12/2025 - more info received.  Committee considered the changes and, subject to Conservaton Officer agreement, maintained their recommendation for approval.
DM/25/2849/LBC	Herontye & Ashplats South	Hampton House High Street East Grinstead West Sussex	Change of use of building from Class E to residential to form 4no flats, consisting of internal changes to the floor plan. (Revised plans received 27.11.2025) (Revised description agreed 01.12.2025) (Revised plans received 23.01.2026 and 18.02.2026. Further and updated information received 30.01.2026 and 18.02.2026)	No comment 16/12/2025 - more info received since  Committee considered the changes and, subject to Conservaton Officer agreement, maintained their recommendation for approval.
DM/26/0340/TREE	Herontye & Ashplats South	5 High Trees Ship Street East Grinstead West Sussex	T1 Oak - Removal of large lateral branch which has a significant cavity at the former pruning point.	The committee supported approval subject to no adverse report from the MSDC tree officer.
DM/26/0425/HOU	Town North	31 Blackwell Road East Grinstead West Sussex RH19 3HP	New pitched roof to existing bungalow with 600mm increase in ridge height and first floor dormers to front and rear elevation.	No comment.
DM/26/0450/FUL	Imberhorne	Fledglings Day Nursery And Pre School North End School North End London Road	Replacement timber shelter.	No comment.
DM/26/0451/HOU	EG south	Cherry Hay Turners Hill Road East Grinstead West Sussex	Proposed single storey rear extension following replacement of existing conservatory. Single storey front entrance extension with extended roof to cover existing flat roof of bay window. Balustrading to existing first floor side balcony. Proposed detached carport.	No comment.
DM/26/0452/HOU	Imberhorne	Dalby 70 Halsford Park Road East Grinstead West Sussex	Proposed two-storey side and rear extension. Introduction of render to partially replace hung tile cladding at the front elevation and a new enlarged porch	No comment.
DM/26/0481/COU	Town	Natwest 15 London Road East Grinstead West Sussex	Change of use of first and second storey floorspace of the existing building from commercial (Class E) use to 8 x HMO bedrooms (Sui Generis) use with associated communal facilities, double storey front extension, single storey rear extension, new rooflight, extension of existing wall and a new flat roof to the rear.	Committee had concerns regarding the parking needs of 8 HMO flats at a site which had no parking facilities available, and would add pressure to the existing problems with parking on Institute Walk. Otherwise, the Committee resolved to support the application. However, Committee emphasised the need for robust management of the site; this would be essential given the location on the High Street. Finally, as this building was adjacent to the conservation area Committee would recommend and value a review of this application by the Conservation Officer prior to being determined.
DM/26/0499/FUL	EG South	Sports Field East Grinstead Sports Club Saint Hill Road East Grinstead	The use and expansion of parking facilities within the maintenance area at the Sports Club for staff vehicle and overflow parking.	Recommend approval.
DM/26/0533/HOU	Imberhorne	6 Meadowcroft Close East Grinstead West Sussex RH19 1NA	Proposed first floor side extension	No comment.
DM/26/0554/TREE	EG South	Eurythmy School Ltd Peredur Centre For The Arts West Hoathly Road East Grinstead	Lime tree - fell	The committee supported approval subject to no adverse report from the MSDC tree officer.

Planning Application No	Ward	Location	Proposal	EGTC Comments	MSDC Decision
DM/24/3051/FUL	Town South	Highfields West Hill East Grinstead West Sussex RH19 4DL	Demolition of existing dwelling and the erection of a care home (Class C2) and a separate building with additional care units (Class C2).	<p>Committee noted that the ecological report commissioned by MSDC was not satisfied that enough information had been provided regarding protected species at the site.</p> <p>High demand for dementia support was present within the town and so support for the home was strongly expressed.</p> <p>Highways had not yet provided their comments for this application, it was noted that the site was situated on a steep hill which was not easy to exit onto, the new proposed entrance/exit seemed safer. The tree line would remain in place to maintain seclusion of the property.</p> <p>Committee would request a condition be applied to restrict delivery times of supplies etc during evenings and weekends in order to reduce the impact on neighbouring properties.</p> <p>Subject to these items Committee resolved to support the application. They also questioned whether Dexter Drive had been considered as the access point, although acknowledged this would cause additional traffic through a residential area.</p>	Approved 19/02/2026
DM/25/2374/HOU	Ashplats North	7 College Close East Grinstead West Sussex RH19 3YA	Retrospective application: A fence to the rear of the garden with associated gabion wall	No comment	Approved 06/02/2026
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.	No comment	Approved 16/02/2026
DM/25/2820/HOU	Herontye & Ashplats South	5 Kings Copse East Grinstead West Sussex RH19 4TH	Proposed single storey side extension to replace conservatory	No comment	Approved 19/02/2026
DM/25/2965/COU	Ashplats North	222 Holtye Road East Grinstead West Sussex RH19 3EY	Change of use of already converted garage, for short term holiday lets.	No comment	Approved 26/02/2026
DM/25/3074/HOU	Imberhome	12 Felbridge Court East Grinstead West Sussex RH19 2NP	Proposed two storey side extension with Juliette balcony to first floor side elevation	No comment	Approved 10/03/2026
DM/25/3081/HOU	Ashplats North	Magnolia House 12 Lynton Park Avenue East Grinstead West Sussex	Proposed single storey rear extension and two storey side extension.	No comment	Approved 16/02/2026
DM/25/3157/HOU	Town North	Russets Sandy Lane East Grinstead West Sussex	Proposed front two storey extension, new porch, proposed side two storey extension, proposed new roof with gable ends and rear dormer, solar panels and roof windows, and internal alterations and ashp in rear terrace area.	No comment	Approved 27/01/2026
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 received 16.01.2026)	Recommended for approval	Approved 12/02/2026
DM/25/3262/HOU	Ashplats North	14 Lynton Park Avenue East Grinstead West Sussex RH19 3XB	Proposed two storey side extension over existing garage. Single storey rear extension with raised decking. Part garage conversion, pitch roof over remaining part of ground floor garage. Front porch. Infill of sloping garden retained by stone gabion wall.	No comment	Approved 02/03/2026
DM/26/0008/VOC	Imberhome	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.	No comment	Approved 02/02/2026
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.	No comment	Approved 03/03/2026
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.	The committee supported approval subject to no adverse report from the MSDC tree officer.	Approved 12/02/2026

Planning Application No	Ward	Location	Proposal	EGTC Comments	MSDC Decision
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.	The committee supported approval subject to no adverse report from the MSDC tree officer.	Approved 12/02/2026
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. (Description amended and updated plans received 27.01.2026.)	No comment	Approved 10/03/2026