



EAST GRINSTEAD TOWN COUNCIL

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PLANNING COMMITTEE

Minutes of the meeting held at 7pm on Thursday 13th August 2026

Committee: Cllr L Gibbs (Chair)
Cllr E Godwin (Vice Chair)*
Cllr J Mockford
Cllr S Ody*
Cllr A Peacock*
Cllr C Pond* (Deputy Mayor)
Cllr S Reeves* (Mayor)
Cllr T Scott
Cllr R Whittaker

* absent

In Attendance: Town Clerk

PUBLIC PARTICIPATION

No members of the public were present.

25. **To receive apologies for absence/substitutions**

Apologies were received from Cllrs Godwin and Ody, which were noted. Cllr Peacock was absent.

26. **To receive the minutes of the meeting held on 2nd July 2026**

RESOLVED: The previously circulated minutes of the meeting held on 2nd July 2026 were agreed by the Committee and signed by the Chairman.

27. **To receive Members' Declarations of Interest**

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 Mockford declared membership of MSDC's Licensing Committee and so reserved her right to amend her views in future based on further information from officers, the public or other representations.

28. **To receive a verbal report from the Chairman**

Nothing to report as the District Plan was on the agenda.

29. **To note the Planning Action List (Appendix A)**

Cllr Whittaker was scheduling a site visit at Evergreen Farm to review progress and address concerns. It was noted that as we were in school holidays the 20mph limit during drop off and pick up times was not in effect at this immediate time.

30. **To consider a response to the consultation on the proposed Main Modifications to the MSDC's District Plan, as follows:**

- DP2a Schedule of Main Modifications
- DP16 Sustainability Appraisal – Main Modifications Report
- DP17 Habitat Regulations Assessment – Main Modifications Report
- C8 Community Involvement Plan
- C9 Equalities Impact Assessment

The Committee noted that, in light of the recent drought and significant constraints on water supply within the area, and having regard to MSDC's recommendation in relation to planning application DM/25/3129 Land at Borde Hill Lane, Haywards Heath, the additional condition proposed for this application should be applied consistently to all relevant District Plan sites.

The recommendation was that whilst responsibility for water supply ultimately rested with the statutory water provider, it was appropriate that all applicants had to demonstrate an adequate water supply was available to serve proposed developments.

The Clerk was instructed to convene a consultation working group meeting to consider the Town Council's response to the main modifications.

31. **To consider potential street names for the following sites:**

- Land at Queen Victoria Hospital (1 new street, 36 dwellings)
- Land west and south of Imberhorne Upper School, Imberhorne Lane (24 new streets, 550 dwellings)

The Clerk was instructed to contact Bob Marchant's family to see if they would grant permission for his name to be used for the new street at QVH.

After some research into the history of Imberhorne the following names were proposed for the new development:

Sinter Street	De Wynton Walk	Bannister Close
Countess Elizabeth Way	Hubble Mead	Mercer Way
Bowyers Place	Creasey Crescent	Broomyfields
Old Millhouse Road	Bichenwood Court	Old Wallage Street
Cardinal Close	Kiln Faggots Road	Gullege Grove
Tilkhurst Close	Harvest Supper Avenue	Seven Acre Pitt Street
Flatt Heath Avenue	Upper Sands Street	Mouse Well Coppice
Soanes Mead	Haugh Field Avenue	Poultry House Way
Gamekeeper Gardens	Cow Field Common Road	Sawing Shed Street

32. **Licensing Application**

Licensing application LI/26/1303 was noted.

The committee reflected on the ongoing issues with traffic queuing at certain times of the day. The Clerk was instructed to request the traffic management process be reviewed from a licensing perspective, as traffic could cause tail backs beyond Lidl and block Moat Road causing chaos.

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

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

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

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

Committee noted that a retrospective planning application for the Whittaker House site would be going to appeal shortly, and that a meeting had been held with residents and the developer to try and assist with resolving the issues being experienced here.

The meeting closed at 7.41pm.

The next meeting of the Planning Committee will be held on **Thursday 3rd September 2026 at 7pm.**

Signed

Chair

APPENDIX A

Committee	Original Meeting	Min No	Details	Date	Action by	Comments	Status	Date completed	Date taken to committee
Planning	PS	307	Re Evergreen Farm - to monitor response from WSCC	13/03/2025	RW	Cllr Rex Whittaker to be the liaison. 2/7/26: It was noted that lorries serving the Evergreen site had been observed travelling faster than the 20mph limit at school drop off and pick up times, this would be flagged with the site foreman. 13/8/26: Cllr Whittaker was scheduling a site visit, it was noted that we were in school holidays currently and so the 20mph limit during drop off and pick up times was not in effect at this immediate time.	Ongoing		
Planning		30	Convene a consultation group meeting to consider the main modifications to the District Plan.	13/08/2026	Clerk	17/8/26: Emailed consultation group members to identify a date to meet	In progress		
Planning		31	Contact Bob Marchant's family to request permission to use his name as a road name at the QVH development.	13/08/2026	Clerk	17/8/26: Emailed museum to ask if they have contact details for relatives of Bob Marchant to write to to request permission	In progress		
Planning		31	Submit proposed road names for the new development at Imberhorne.	13/08/2026	Clerk	Emailed 28 proposed names to MSDC and Developer.	Complete	14/08/2026	
Planning		32	Submit concerns regarding traffic management issues relating to LI/26/1303.	13/08/2026	Clerk				

Planning Application No	Ward	Location	Proposal	EGTC Comments
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. Amended plans received	This application was an allocated site in the draft District Plan. It was in the AONB and so the development rules for this would apply. The Sussex style was in keeping with the local area. Committee reflected that the recent water outages must be considered regarding the additional burden on the existing infrastructure. It was also noted how pleasing it was to see that 2/3 bed houses formed the majority of the development. 03/02/2026 Committee recommended approval. 13 August 2026: Committee noted the number of units had been reduced to 42 and that this was an allocated site in the District and Neighbourhood Plan. Committee expressed their disappointment with the housing enabling officer's views which objected to the affordable houses allocated within the site, and disagreed with this position, and fully supported the balance of housing being proposed.
DM/26/0131/RSM	Imberhorne	Land South And West Of Upper Imberhorne School Imberhorne Lane East Grinstead West Sussex	(Amended plans and information received 20th to 27th May showing revisions to the proposed design, landscaping, highways, housing and sustainability measures) Approval of Reserved Matters following Outline Planning Permission (Ref. DM/23/2699) relating to appearance, landscaping, layout and scale for 550no. new residential units. (Amended plans received 27th July showing design changes to some units and lighting to the pedestrian link to the northeast onto Imberhorne Lane).	Recommended for approval, however committee was keen to see a thorough flood risk assessment in light of local flooding experienced in the SA19 development area. 11 June 2026: No comment 13 August 2026: No comment
DM/26/1215/HOU	Ashplatts North	70 Sycamore Drive East Grinstead West Sussex RH19 3UL	Retrospective application for erection of a shed which partially covers owned car parking spaces.	No comment
DM/26/1655/HOU	Imberhorne	23 Meadowcroft Close East Grinstead West Sussex RH19 1NA	Proposed two storey side and rear extension and extended front porch.	No comment
DM/26/1664/COU	Town South	Chutney And Grill 32 Railway Approach East Grinstead West Sussex	Change of use and minor external alterations to former ground floor fast food takeaway restaurant (sui generis use) to residential use to create 1 no. 1 bedroom flat.	No comment
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.	13/8/26: Recommended Refusal. Concerns were raised relating to the lack of parking in this area, and that 5 dwellings would be overdevelopment of the site. Committee would be minded to support this application on the basis that the proposal was reduced to 4 dwellings, with the space proposed for the 5th dwelling being used for allocated parking for the 4 dwellings. This was a highly sustainable site in the centre of town.

Planning Application No	Ward	Location	Proposal	EGTC Comments
DM/26/1754/LDC	Ashplats North	Cherry Tree Farm Holtye Road East Grinstead West Sussex	Lawful Development Certificate for existing use in respect of the continuous use of the building as an office (Use Class E (G) (I) at Cherry Tree Farm.	No comment
DM/26/1767/HOU	Imberhorne	63 Heathcote Drive East Grinstead West Sussex RH19 1NB	Proposed part single, part two storey side / rear extension	No comment
DM/26/1803/TREE	Ashplats North	10 Beacon Rise East Grinstead West Sussex RH19 3FR	Oak Tree - Fell	The committee supported approval subject to no adverse report from the MSDC tree officer.
DM/26/1804/TREE	Herontye & Ashplats South	Kenwyn 25 Garden House Lane East Grinstead West Sussex	1 x Beech Tree. Remove extended epicormic growth at about 4 - 5m height. Reduce growth extending over garden by approx 2m and no further than previous cut points.	The committee supported approval subject to no adverse report from the MSDC tree officer.
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	No comment
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.	No comment
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.	No comment
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.	No comment
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.	No comment
DM/26/1884/TREE	Town South	The Vicarage Church Lane East Grinstead West Sussex	T1 Beech - fell to ground level.	The committee supported approval subject to no adverse report from the MSDC tree officer.
DM/26/1939/TREE	Baldwins	Acorns 173 Charlwoods Road East Grinstead RH19 2RX	Beech tree - fell to ground level.	The committee supported approval subject to no adverse report from the MSDC tree officer.
WSSC/033/26	Baldwins	Imberhorne Lower School, Windmill Lane, East Grinstead	Installation of a modular classroom unit with associated works	No comment

Planning Application No	Ward	Location	Proposal	EGTC Comments	MSDC Decision
DM/25/0351/FUL	Town South	S Taylors Jewellers 30 Cantelupe Road, East Grinstead	Proposal to convert the existing commercial space into a self-contained residential flat, extend the current one-bedroom ground floor flat into a two-bedroom unit, install seven rooflights in the rear existing commercial space, add a new door and window on the side elevation, and raise the single-storey roof to match the existing structure. Remove garage door to provide parking spaces and bin store at front of property. Supporting Bat Emergence Survey received 02.06.2026. Amended Location Plan, Site Plan, Floor Plans and Elevation Plans received 16.06.2026 and 22.06.2026.	11/06/2026 - No comment	Approved 30/07/2026
DM/26/0769/FUL	EG South	Visitors Centre Standen West Hoathly Road East Grinstead	Extension to existing Visitor Reception Building within main car park to make provision for staff and volunteer welfare facilities	No comment	Approved 03/07/2026
DM/26/0810/HOU	Herontye & Ashplats South	1 Pine Way Close East Grinstead West Sussex RH19 4JR	Retrospective application for retention of 2.1m high feather edge timber boundary fence following the replacement of existing boundary treatment. (Updated plans received on 11/05/2026)	28/04/2026 No comment	Approved 06/07/2026
DM/26/1042/LDC	Imberhorne	19 North End London Road East Grinstead West Sussex	Installation of a mobile home cabin	No comment	Approved 06/07/2026
DM/26/1178/TREE	Ashplats North	1 Barn Field Place East Grinstead West Sussex RH19 3FD	T1 Cedar - prune branches in lower crown overhanging boundary with Wellington Gate by no more than 2 metres, back to suitable growth points.	The committee supported approval subject to no adverse report from the MSDC tree officer.	Approved 02/07/2026
DM/26/1185/FUL	EG South	Sports Field East Grinstead Sports Club Saint Hill Road East Grinstead	Retrospective Golf Swing Studio for golf training and analysis which includes golf simulator equipment.	No comment	Approved 29/06/2026
DM/26/1197/HOU	Herontye & Ashplats South	18 Forest View Road East Grinstead West Sussex RH19 4AR	Proposed single storey rear extension.	No comment	Approved 06/07/2026
DM/26/1204/TREE	Herontye & Ashplats South	Land Adj To 12 The Rise East Grinstead West Sussex RH19 4DS	Sycamore (T1) - Fell, as found to exhibit a significant stem cavity with visible decay and historic wound response tissue extending vertically along the main stem.	The committee supported approval subject to no adverse report from the MSDC tree officer.	Approved 02/07/2025
DM/26/1255/TREE	Ashplats North	Land Adjacent To 7 Schwaz Road East Grinstead West Sussex RH19 3AR	W1 - Mixed broadleaves and conifers - remove x4 dead conifer trees and reduction of low limb on an Oak tree by 2-3m. Remove 2-3m off the top of remaining 3 conifer trees.	The committee supported approval subject to no adverse report from the MSDC tree officer.	Approved 06/07/2026
DM/26/1314/FUL	Town South	101-123 Orchard Way, East Grinstead, RH19 1AU	Renewal of existing timber balustrades with 2mm thick mild steel perforated panel held in by SHS25*25 balustrades. Renewal of rear private balcony balustrades with like for like material and design. Installing new deep-flow guttering to the property.	No comment	Approved 04/08/2026
DM/26/1324/TREE	Herontye & Ashplats South	Land Adjacent To 1 The Glades East Grinstead West Sussex RH19 3XW	Trees under group TPO reference GR/02/TPO/80 located on verge between public footpath and 1 The Glades, East Grinstead. Trees 03E01 Acer, 03E2 Prunus spinosa, 03E3 Prunus spinosa, 03E4 Corylus avellana and 03E5 Quercus robur - cut back branches obstructing adjacent footpath/pedestrian crossing to edge of pavement. Lift branches to 2.5m over the footpath. Tree 03E5 Quercus robur - Cut back from adjacent lamp column to achieve minimum 1.5m clearance.	No comment	Approved 15/07/2026

Planning Application No	Ward	Location	Proposal	EGTC Comments	MSDC Decision
DM/26/1345/FUL	Baldwins	Land R/O 3 Park View Gardens Lingfield Road East Grinstead West Sussex	Erection of new dwelling (2 bed) with amenity space, cycle storage, refuse bins. Demolish existing garage.	Recommend refusal on the following basis: DP3 Village & Neighbourhood Centre Development, that any development is appropriate in is appropriate in scale and function to its location including the character and amenities of the surrounding area. The proposal is considered to be an overdevelopment of this site and the design proposed would not fit within the local area. A 2 storey building in this location would be overbearing for the neighbours creating a loss of privacy. Further to EG12 Car Parking and DP21 Transport, only 1 parking space would be allocated likely leading to on road parking, which was already very difficult in this location. This development would add more parking pressure to this area and therefore local environment.	Withdrawn 23.07.2025
DM/26/1348/LBC	Town North	17 The Old Convent East Grinstead West Sussex RH19 3RS	Remove existing roof tiles to allow pitched roof repairs. Reinstate original tiles to main pitched roof. Install new tiles to secondary pitched roof	No comment	Approved 22/07/2026
DM/26/1387/HOU	Herontye & Ashplats South	Holmside Garden House Lane East Grinstead West Sussex	Proposed two storey rear extension.	No comment	Approved 24/07/2026
DM/26/1394/LDC	EG South	Fen Place Mill East Street Turners Hill Crawley	The building works consist of the main 'L' shape garage block, a four bay garage block, a double garage block, an outbuilding and the driveway / parking area within the residential curtilage	No comment	Approved 21/07/2026
DM/26/1398/HOU	Ashplats North	2 Fairlight Cottage Holtye Road East Grinstead West Sussex	Demolish a section of the building to the south elevation and replace with a two storey extension. Erect a single storey extension to the west elevation.	No comment	Withdrawn 30/07/2026
DM/26/1436/TREE	Baldwins	15 Baldwins Field East Grinstead West Sussex RH19 2HE	(T1) Oak - selectively crown reduce up to 2m and remove epicormic growth on main stem	The committee supported approval subject to no adverse report from the MSDC tree officer.	Approved 23/07/2026
DM/26/1444/HOU	Town South	5 Dexter Drive East Grinstead West Sussex RH19 4SU	Proposed rear 1st floor balcony over existing approved rear ground floor extension and to include a staircase from ground to 1st floor and adding patio doors to selected existing rear 1st floor windows.	No comment	Refused 30/07/2026
DM/26/1449/FUL	Town North	Development Site At Former Tower Car Sales Tower Close East Grinstead West Sussex	Retrospective application for the internal reconfiguration to provide 1no additional self-contained residential unit with 1no bedroom.	No comment	Refused 30/07/2026
DM/26/1506/HOU	Herontye & Ashplats South	16 Glendyne Way East Grinstead West Sussex RH19 4LS	Replacement of single storey timber summerhouse.	No comment	Approved 29/07/2026
DM/26/1611/TREE	EG South	Peredur Centre For The Arts West Hoathly Road East Grinstead West Sussex RH19 4NF	Works to 12 Trees (see Tree Report / schedule for full details)	No comment	Approved 02/07/2026