EAST GRINSTEAD TOWN COUNCIL

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

Phone: 01342 323636

www.eastgrinstead.gov.uk

Town Clerk: Samantha Heynes BA (Hons), FSLCC

Email: townclerk@eastgrinstead.gov.uk

PLANNING COMMITTEE

Minutes of the meeting held at 7pm on Thursday 15th October 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

DRAFT

PUBLIC PARTICIPATION

No members of the public were present.

46. **To receive apologies for absence/substitutions**
Cllrs Peacock, Mockford, Whittaker, Godwin and Reeves submitted their apologies which were noted.

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

RESOLVED: The previously circulated minutes of the meeting held on 24th September 2026 were agreed by the Committee and signed by the Chairman.

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

No declarations were made.

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

The Chairman noted the MSDC District Plan hearings are due to take place in November.

It was noted that the Imberhorne Lane development proposes to use 5 of the names put forward by the Town Council from the list submitted to MSDC.

50. **To note the Planning Action List**

The action list was noted with all items complete.

51. **To make observations as may be considered necessary in respect of the planning applications**

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

52. **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 meeting closed at 7.26pm.

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

Signed

Chair

DRAFT

Planning Application No	Ward	Location	Proposal	EGTC Comments
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.	No comment
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.	No comment
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)**	No comment
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.	No comment
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.	Recommend approval and noted the design improvements and feedback had been taken onboard.
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.	No comment
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.	Recommend approval.
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	No comment
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.	No comment
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.	No comment
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.	No comment
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	No comment
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.	No comment
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.	No comment
DM/26/2397/TREE	Imberhorne	3 Neale Close East Grinstead West Sussex RH19 2SA	(T1) Maple - crown reduction of approximately 1.5m to 2m	The committee supported approval subject to no adverse report from the MSDC tree officer.
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)**	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 **(Amended Floor Plans received 30.09.2026).**	No comment

DRAFT

Planning Application No	Ward	Location	Proposal	EGTC Comments
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.	No comment
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.	The committee supported approval subject to no adverse report from the MSDC tree officer.
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.	No comment
DM/26/2376/FUL	Imberhorne	57 Heathcote Drive East Grinstead West Sussex RH19 1NB	Change of shop front and signage including new roller shutter.	No comment
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.	No comment
DM/26/2439/FUL	Town South	1 Dexter Drive East Grinstead West Sussex RH19 4SU	Proposed side porch to connect house and detached garage.	No comment

DRAFT

APPENDIX B

Planning Application No	Ward	Location	Proposal	EGTC Comments	MSDC Decision
DM/26/1446/HOU	Ashplats North	Little Shovelstrode Hall Holtye Road East Grinstead West Sussex	Conversion of stables to ancillary residential annex	No comment	Approved 17/09/2026
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.	No comment	Approved 24/09/2026
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.	No comment	Approved 28/09/2026
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.	No comment	Approved 28/09/2026
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.	No comment	Approved 29/09/2026
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.	No comment	Aprproved 29/09/2026
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.	No comment	Approved 07/10/2026

DRAFT