

PEACEHAVEN TOWN COUNCIL

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Minutes of the meeting of the Planning & Highways Committee held online (Zoom) at 7.30pm on Tuesday 11th August 2020

Present – Cllr I Sharkey (Chair) Cllr Cheta, Cllr S Griffiths, Cllr D Seabrook, Cllr D Paul, Cllr L Mills, Cllr R White, Cllr A Goble, Cllr A Milliner, Victoria Onis (Admin & Meeting Officer)

It was resolved that Cllr C Gallagher participates in the meeting in a non-voting capacity.

Seven members of the public were also present and Simon Hall from Cola's LTD.

1 PH839 CHAIR ANNOUNCEMENTS

The Chair welcomed everyone to the meeting.

2 PH840 PUBLIC QUESTIONS

A member of the public asked for updates on Re-registering of car parks as Assets of Community value (ACV)
The Chair updated that the Town Clerk is dealing with this and is ongoing and will give an update when available.

Members of the public informed Councillors of their Objections to application LW/20/0390. All comments were noted and will be sent to the Case worker at Lewes District Council. The Admin Officer also informed the Members of Public on the importance of also submitting concerns directly online to LDC.

3 PH841 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS

Apologies for absence were accepted from Cllr Hill

4 PH842 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS

Cllr Mills – has acquaintances living in the area of the Planning Application LW/20/0390

5 PH843 TO ADOPT THE MINUTES FROM THE 7th July 2020

It was resolved to adopt the minutes as a true record

Proposed Cllr Seabrook

Seconded Cllr Paul

All in agreement

6 PH844 UPDATE FROM CLLR GALLAGHER CHAIR OF THE STEERING GROUP FOR THE NDP

Cllr Gallagher provided an update and informed the Committee that there is a Steering Group meeting on 13th August at 7pm and is important it goes ahead, as there is much to report.

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Cllr Gallagher reminded the Committee on the importance of putting a Neighbourhood plan in place, protecting Public land is emphasised as the public are excluded from 92% of Public Land. The Government have now put a White paper out for consultation, it is proposed to changing planning law and there will be less chance to influence local developments.

Currently 97% of Planning Applications are approved 1st time. £1M homes with approval still have not been built and this will all be on green fields, so therefore it is so important that we protect our green space.

If the Governments plan goes ahead, Land will be put into 3 categories, Growth, Renewal and Protect and depending where the land is, if you're in the growth area, very little planning permissions will be needed and Peacehaven is a pure growth area.

Protecting Peacehaven's public Green Space is a priority for the NDP. Everyone needs to get behind the Neighbourhood plan, to get it through and supported as soon as possible, so we have these protections in place.

7 PH845 TO NOTE AND REVIEW THE COMMITTEES BUDGETARY REPORT

This report was noted by the Committee

8 PH846 TO DISCUSS AND DECIDE ON AN ACTION FOR THE SUBWAY PLANTER

ESCC has missed the point with our request. We need to pursue again as PTC need the pavement parking to stop, bollards are needed.

Parking on the pavement is damaging the services underneath and the pavement is not made to withstand the weight of these lorries/vehicles parking there. Safety issues for the public is the main concern, this is a busy area with many outlets.

It was proposed for the Grounds team to repair the planter and for the Town Clerk to respond to East Sussex Highways, to request bollards at this site and outside of Greggs/Costa which is also a Safety concern.

Proposed Cllr Seabrook

Seconded Cllr White

All in agreement

9 PH847 TO NOTE – APPEAL AGAINST ENFORCEMENT NOTICE – 18 VALLEY ROAD

The Appeal notice above was noted.

Cllr Griffiths also mentioned the Coaster application Appeal LW/20/0204– The Admin Officer will resend the email to the Planning Committee which was sent to PTC Planning Committee on the 6th August. This will then be followed up.

10 PH848 TO DISCUSS THE COLAS OPERATING CENTRE APPLICATION HODDERN FARM.

Simon Hall, Street Lighting Manager Colas LTD, attended the meeting to give information on the Vehicle Operating Licence applied for through Dept of Transport for a warehouse unit, office and vehicle parking at industrial Unit 3 at Hoddern Farm (previously used by Barrett Homes)

- They have a 3yr minimum contract with Brighton & Hove County Council to replace LED Lights and want to be near A259. Colas Ltd have depots through East and West Sussex and a unit near Gatwick.

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- At the Peacehaven base there will be 2 or 3 staff members in the industrial unit and 2 large vehicles and 4 platform cherry picker style vehicles, a lot of vehicles will go home with the operatives as they are on call for emergencies. The site will be used Mon-Friday and be open to collect street lighting equipment and operatives unlikely to be there every day.
- There will be a telephone number on the front of the Colas building for residents to contact with any queries regarding the site.
- It was noted that the paper work shows that they will access the site via Hoyle Road, but there is actually no access via Hoyle road. Simon Hall will confirm this.
- Simon Hall confirmed that the largest vehicle is a 7.5-ton crane lorry. The depot in Crawley will store the larger vehicles and at the depot at Black Rock.
- There is currently a planning application for the site at Black Rock for a housing development. Simon confirmed that although there are no immediate plans for the site right now, he can't guarantee the outcome for these plans, he updated the Committee that they also have another depot in Shoreham, where they also store larger equipment.
- Plans are to use the industrial unit at Peacehaven as a warehouse only and there will be no work going on at this site and there should not be any noisy activities, apart from loading a van up. Should not cause any distress to residents.
- Simon informed the Committee that he is contactable, for any further queries regarding street lighting operations, Corporate info, CSR policies and Mark Simmonds will be a contact for technical information for the operating license and vehicles.

Committee comments

No right to object to this application, the Traffic commissioner will be making the decision and concerns on the usage and vehicles stationed there have been addressed with the Committee. The Warehouse for Colas to store their equipment will still be there, this application is just for them to store vehicles.

11 PH849 REVIEW & UPDATE OF COMMITTEE'S BUSINESS PLAN ELEMENTS

Cllr Seabrook has sent some updates/ideas to the Business Committee with some fresh ideas for some consideration.

The Committee will look at Cllr Seabrook's email and consider the content and bring back to the next Planning and Highways meeting. Cllr Griffiths asked Committee members to refer to Terms of Reference.

12 TO CONSIDER Planning applications as follows:-

PH850 LW/20/0451 2 Bramber Close Peacehaven East Sussex BN10 8DH Case Worker Julie Cattell	Erection of a semi-detached 2 bedroom dwelling This property has already been refused to extend the property. The application has not be completed correctly. There are hedges involved and a mature hedge will be lost, this planning application states there is not. The garage that will be removed is also attached to the neighbouring properties garage. Increased traffic and congestion
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	<p>Exacerbate existing parking problems Over development</p> <p>Peacehaven town council object to this application</p> <p>Proposed Cllr Griffiths Seconded Cllr Seabrook All in Agreement</p>
<p>PH851 LW/20/0445 196A South Coast Road Peacehaven</p> <p>Case worker Julie Cattell</p>	<p>Change of use of premises from office to a single bedroom dwelling</p> <p>Application will keep character of the building. No parking space but only small 1 bedroom property, next to bus stop.</p> <p>Peacehaven TC recommend approval.</p> <p>Proposed Cllr Seabrook Seconded Cllr Milliner All in Agreement</p>
<p>PH852 LW/20/0428 2A Slindon Avenue Peacehaven</p> <p>Case worker Julie Cattell</p>	<p>Addition of windowless dormer to North side elevation.</p> <p>Unable to make comments – already decisioned by LDC</p>
<p>PH853 LW/20/0419 27 Roderick Avenue Peacehaven</p> <p>Case worker – Julie Cattell</p>	<p>Remove existing flat roof over kitchen, and replace with hipped roof to tie in with existing roof</p> <p>Unable to make comments – already decisioned by LDC</p>
<p>PH854 LW/20/0446 23 Edith Ave Peacehaven</p> <p>Case Worker Sarah Sullivan</p>	<p>Single Storey rear extension</p> <p>Unable to make comments – already decisioned by LDC</p>
<p>PH855 LW/20/0405 23 Abbey Close Peacehaven</p> <p>Case Worker Julie Cattell</p>	<p>Section 73A retrospective application for a single parking space built in front garden</p> <p>Unable to make comments – already decisioned by LDC</p>
<p>PH856 LW/20/0390 Sweetwater 26 Blakeney Avenue</p> <p>Case Worker Julie Cattell</p>	<p>Change of use of land to use as a residential caravan site for gypsy/traveller family, with two caravans of which no more than one would be a static caravan/mobile home, together with the laying of hard standing and the retention of the existing bungalow as amenity building</p> <p>Peacehaven Town Council would like to OBJECT TO THIS APPLICATION</p> <p>Peacehaven is currently in the process of trying to protect the natural green space. Within any town there are Plan-</p>

ning boundaries and up to those boundaries are urban settlements and this application LW/20/0390, is outside of this urban Boundary and in the countryside.

LDC have a core strategy part 2 in place. This document has a policy DM4 giving exceptions of when something can be built in the countryside or agricultural land, and this new application does not meet any of those exceptions. According to the core strategy document for Lewes, very strong policies are set for travellers and it was found that there was no more need to find anymore sites for Travelers, the main site is just off Lewes and there is room there for more.

It is Article 4 land, which is a rural area of outstanding natural beauty, there are nearby horses and there are environmental concerns to protect this area. This new site is unnecessary when there is space at the main site and it doesn't fit any criteria to 1) build/develop in the countryside and 2) to make any allowance for travellers.

Town Councillors have been to view the site and have reviewed all areas of this proposed site.

- There is a static caravan already on the site and a septic tank fitted at far end of it which was fitted 2 years ago, and the position of the septic tank is a concern.
- The existing building there which is a 1 bedroom bungalow, is classed on the application as the day room/games room, this has a wooden base/veranda, this building base is rotting away. The water comes in and goes out to a septic tank. New caravan will be further up, with a longer distance to go to the septic tank.
- The Grazing land stated on the application is not actually grazing land, the grazing land is further down.
- Concerns why there will be a touring caravan next to hedge at the back, as well as a static van?
- Large gate opening out on to a public footpath. Which is unsuitable for large vehicles.
- The land here is Clay based ground surface, so water struggles to drain away. Potential for flooding and a natural spring is here.

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	<ul style="list-style-type: none"> • 1 traveler family can be up to 70 people. Concerns this site will be used for a bigger family than stated. • This area is Defined as a rural area/county side area. Different set of planning rules should be applied to this area of natural beauty. • Concerns that previous Planning Applications for the last 25yrs have suddenly disappeared from the LDC Planning website. • Annual report for building, last one in 2018 states that Blakeney Ave is a red zone, unsuitable for building. This piece of land is Grazing land and soak away, which is a soggy piece of land, the access to this site is the A259 which has always been unrepaired as always collapsing on this section. <p>Peacehaven Town Council would like to OBJECT TO THIS APPLICATION</p> <p>Proposed Cllr Milliner Seconded Cllr Seabrook All in Agreement</p>
<p>PH857 LW/20/0452 5 Greenhill Way Peacehaven</p> <p>Case Worker Sarah Scannell</p>	<p>Construction of a 2 bedroom bungalow to the land at the rear</p> <p>Outside of planning boundary not happy to recommend approval, this is a back garden development</p> <p>Peacehaven Town Council would like to OBJECT TO THIS APPLICATION</p> <p>Proposed Cllr Griffiths Seconded Cllr Seabrook All in Agreement</p>
<p>PH858 LW/20/0443 8A Downland Avenue Peacehaven</p> <p>Case worker James Emery</p>	<p>Proposed loft conversion</p> <p>Large dormer with no windows, does not extend beyond the house, there have been no objections. Was queried that the owners may add a window at later stage but can only base decision on the information, we have now.</p> <p>Peacehaven TC recommend approval.</p> <p>Proposed Cllr Seabrook Seconded Cllr White All in Agreement</p>

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<p>PH859 LW/20/0375 198 South Coast Road Peacehaven</p> <p>Case worker Julie Cattell</p>	<p>Demolition of existing single storey hot food takeaway building and erection of a 3 storey building which will consist of a hot food takeaway at ground floor level and 1no. two bedroom flat and 3no. 1 bedroom flats.</p> <p>Pre planning advice was taken by applicant, but haven't taken all the advice. Smaller flat doesn't meet national standards. Too bulky for the area. Big extractor up the side of the building.</p> <p>Bulky, poor amenities for anyone moving into the flats. Previous flat application was refused as out of keeping with area.</p> <p>Inadequate access to property, Over development Car parking</p> <p>Peacehaven Town Council would like to OBJECT TO THIS APPLICATION</p> <p>Proposed Cllr Griffiths Seconded Cllr Milliner All in agreement</p>
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13 PH860 To note the following Planning Applications:-

There were no planning applications to note.

14 TO NOTE the following planning application Decision Notices:-

<p>PH861 LW/20/0128 118 Roderick Avenue Peacehaven</p>	<p>Householder for Raise the ridge height and installation of dormer to north side (revision of LW/19/0617)</p> <p>Lewes DC Grants permission Peacehaven's Planning & Highways Committee Supported this application</p>
<p>PH862 LW/20/0122 7 Tor Road</p>	<p>Householder for Extension to existing Garage</p> <p>Lewes DC Grants permission Peacehaven's Planning & Highways Committee Supported this application</p>
<p>PH863 LW/20/0312 21 Downs Walk Peacehaven</p>	<p>Single storey flat roof extension and conversion of existing integral garage to form a guest bedroom with ensuite, shower room, utility room and TV/ games room. External walls to be re-cladded at ground floor level with smooth render paint</p> <p>Lewes DC Grants permission</p>

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	Peacehaven's Planning & Highways Committee Supported this application
PH864 LW/20/319 32 Telscombe Road Peacehaven	<p>Planning Application for Construction of two new 3 bed-room bungalows</p> <p>Planning Officers report http://padocs.lewes-eastbourne.gov.uk/my-requests/document-viewer?DocNo=18200117</p> <p>Lewes DC Grants permission Peacehaven Town Council Objected to this application.</p>
PH865 LW/20/0330 20 Capel Avenue Peacehaven	<p>Householder for Alterations to form rooms in the roof with rear dormer and velux windows in the front roof elevation</p> <p>Lewes DC Grants permission Peacehaven's Planning & Highways Committee Supported this application</p>
PH866 LW/20/0135 96 The Promenade Peacehaven	<p>Planning Application for First Floor roof extension above existing ground floor rear extension, side facing dormer (facing Horsham Avenue) in matching material and associated window alterations.</p> <p>Lewes DC Grants Permission Peacehaven's Planning & Highways Committee Supported this application</p>
PH867 LW/20/0222 17 Rosemary Close Peacehaven	<p>Householder for Two storey side extension plus conversion and extension of existing conservatory</p> <p>Lewes DC Grants Permission Peacehaven's Planning & Highways Committee Supported this application</p>
PH868 LW/20/0275 39 Gladys Ave Peacehaven	<p>Planning Application for Remove existing front lobby to provide new lobby and en-suite to the master bedroom on the front of the property</p> <p>Lewes DC Grants Permission Peacehaven's Planning & Highways Committee Supported this application</p>

The Committee noted the planning decisions above

15 PH869 TO REVIEW & UPDATE THE P&H ACTION PLAN.

The action plan was noted

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Cllr Seabrook updated the Committee that action 7, is being worked on by the Marketing Assistant. Should be an update soon.

Next meeting of the Committee - 8TH September 2020

There being no further business, the meeting closed at 21.10

Draft - un-adopted

Detailed Income & Expenditure by Budget Heading 27/08/2020

Month No: 5

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>200 Planning & Highways</u>							
4851 Noticeboards	0	1,300	1,300		1,300	0.0%	
4852 Monument & War Memorial	0	600	600		600	0.0%	
4853 Street Furniture	0	600	600		600	0.0%	
Planning & Highways :- Direct Expenditure	<u>0</u>	<u>2,500</u>	<u>2,500</u>	<u>0</u>	<u>2,500</u>	<u>0.0%</u>	<u>0</u>
4101 Repair/Alteration of Premises	9	500	491		491	1.8%	
4111 Electricity	0	1,092	1,092		1,092	0.0%	
4171 Grounds Maintenance Costs	14	500	486		486	2.9%	
4850 Grass Cutting Contract	8,669	8,669	0		0	100.0%	
Planning & Highways :- Indirect Expenditure	<u>8,692</u>	<u>10,761</u>	<u>2,069</u>	<u>0</u>	<u>2,069</u>	<u>80.8%</u>	<u>0</u>
Net Expenditure	<u>(8,692)</u>	<u>(13,261)</u>	<u>(4,569)</u>				
Grand Totals:- Income	0	0	0			0.0%	
Expenditure	8,692	13,261	4,569	0	4,569	65.5%	
Net Income over Expenditure	<u>(8,692)</u>	<u>(13,261)</u>	<u>(4,569)</u>				
Movement to/(from) Gen Reserve	<u>(8,692)</u>						

PLANNING AND HIGHWAYS – Business Plan

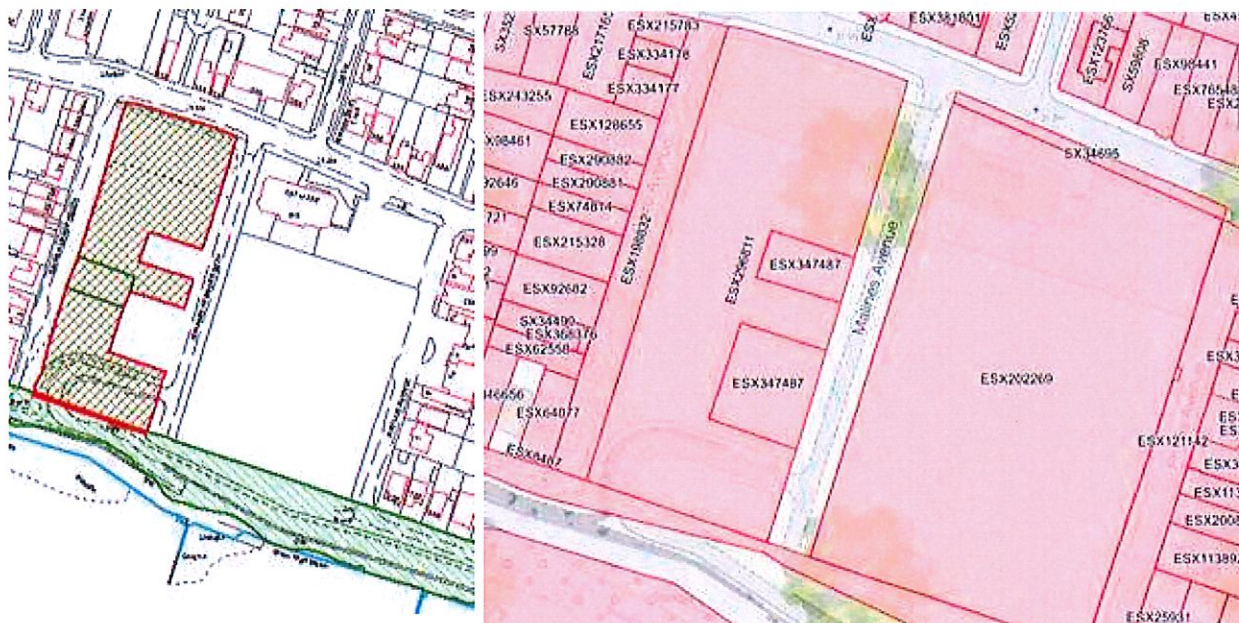
Project	Responsibility	Activity Required	Current Position	Deadline	Objective Achieved
<p>To Complete the Peacehaven and Telscombe Neighbourhood Development Plan</p> <p>To Implement the NDP after examination.</p>	<p>Town Clerk</p> <p>SPO (Planning & Bus Dev)</p> <p>Steering Group</p> <p>All Councillors and Officers</p>	<p>All possible means to gather Public Participation to be explored</p> <p>Appoint Senior Project Manager</p>	<p>Steering Group teams working to gather evidence.</p> <p>Allocation of Sites and Meridian</p> <p>Development now active</p>	<p>Draft Report Dec 2020</p> <p>Completed Summer 21</p>	
<p>Create walkways and cycle paths through Peacehaven town</p> <p>Improving the Public Realm</p>	<p>SPO (Planning and Bus Dev)</p> <p>P&H Steering Group</p>	<p>Planters throughout town to be planted</p> <p>Litter and debris cleared</p> <p>Fencing repaired/painted</p>	<p>Plan to be devised</p>	<p>Oct 2020</p>	
<p>Protecting and Enhancing the landscape</p>	<p>LA & E Committee</p> <p>P&H Committee</p> <p>Steering Group</p> <p>SPO (Planning & Bus. Dev)</p>	<p>Clear views to sea and SDNP</p> <p>Re-assess</p> <p>Volunteers involved</p>	<p>Policies and management</p> <p>Plan to be devised</p>	<p>Initial Report Oct 20</p>	

Improve and upgrade the Public Realm	SPO (Planning & Bus Dev) Planning and Highways Steering Group	Review Quality and quantity of all signs, railings, notices, benches, bins etc	Audit for street furniture etc Plan for future	First report Oct 2020	
Long Term Future for The HUB Community House	SPO (Planning & Bus Dev) Bus. Dev & E Comms Committee	Produce a Business Plan including options and financial implications	WP from LA&E reviewing Short term needs.	Oct 2020	
Developer Liaison Group	SPO (Planning & Bus. Dev. Planning & Highways Committee	Establish which Developments to be followed Information to be obtained from LDC Planning	SPO Cllrs from P&H And Chair of NDP Steering Group	Oct 2020	
Community Energy Scheme	Senior Projects Officer NDP Steering Group P&H	Identify Sites Arrange Feasibility Assessment	Links with Dr Earthey Established and authorities agreed	Oct 2020	
Infrastructure future-proof Devolution of Car Parks and Parks from LDC	Senior Projects Officer P&H		To be commenced	Oct 2020 onwards	

Identify car free areas Install electric Charging points Liaising with ESCC	SPPO P & H Committee	Report to be prepared. Identify the way ahead	Started by Steering Group	Initial report 2020	
Increase the use of Sustainable Transport ie buses, cycles and walking cycling routes, walkways. Installation of cycle racks	SPPO Parks Officer Reporting to P&H	Report to be prepared	Steering Group NDP	Initial report Oct 20 Ongoing Quarterly	

HOWARD PARK- UPDATE (Acquisition of land)

Below is a snippet from Lewes District Council's GIS system and from the Land Registry map search.



It seems that LDC disposed of title **ESX296811** according to their GIS. The LDC Estates Team does not hold information as to the title relating to the caution nor further history.

The next step would be to find out who owns the additional pieces of land in Howard park which can be done using the Land registry online tool.

Using the title register tool we should be able to find out who owns the property, price paid/value stated information (only if sold since April 2000) and any rights of way or restrictions on the land noted on the register.

This service is only £3 per piece of land and is an instant downloadable doc (most likely PDF).

updated 2nd sept

Planning & Highways Committee - Action Plan

CASE NUMBER	MEETING DATE	TASK	ACTION	PERSON RESPONSIBLE	STATUS/COMMENTS	UPDATE
1	03/09/2019	PUBLIC RIGHTS OF WAY WORKING GROUP - CONCRETE PATH LOWER HODDERN FARM TO CENTENARY PARK	Clir Griffiths requested help from other councillors filling in evidence forms (extend of usage prior to 2005)	Clir Griffiths - ongoing		consultation progressing for the concrete path
2	22th oct	Excessive electricity bill (approx £50 per month) for 2/6 lampposts in Valley Road	To check the bulbs at Valley Road;		Are the bulbs Sodium or LED, if Sodium they need to be changed but need a contractor to do this.	Clir Paul reported that the lamp post at the bottom of Roderick Avenue was of the LED type, but that the one at the top of this road was of the sodium type and may therefore account for the overuse of electricity.
3	5th feb 20	Public Q. Publication of the Sustainable Travel Pack by Pell Frischmann on behalf of Barratt's for Chalkers Rise, the Focus Group and residents have contacted them regarding the numerous errors and misleading information contained within this document, with no response as yet, we would therefore like to request that this committee also adds it's voice to the complaints.	Committee to set-up a Developers Liaison WP.	Clir Sharkey		Latest update received from Emma Kemp, LDC, received 24/02/2020. Clir Seabrook noted that the Enterprise Car Club, part of the Barratts Sustainable Travel Pack, should use electrically powered vehicles.
6	01/04/2020	Re-registering of car parks as Assets of Community Value (ACV)	Submission to LDC is in the final stages of preparation.	Town Clerk	Ongoing.	
7	01/04/2020	To start the process to acquire the two parcels of land of unknown ownership in Howard Park [using the Adverse Possession rules under the Land Management Act of 2002]	To complete the submission to LDC	Clir Seabrook and marketing assistant	report to be discussed in the agenda 8/9. agree to the £3 charges to download the documents	
8	03/06/2020	3 Bramber Avenue LW/19/0857 in a previous meeting Clir White suggested that LDC were asked what extra resources were being put in to support these vulnerable people. It was not agreed on who would action this.	To discuss if this information is still needed and who will follow up with LDC.	?		
9	07/07/2020	Request the parks officer assess all planters and approximate cost of refurbishment and planting.		Town Clerk		
10	07/07/2020	contact local businesses for sponsorship towards the flowers for planters,		?		
11	07/07/2020	Admin Officer to contact ESCC to suggest bollards as the parking on pavement is an ongoing issue with health and safety and damage to council property.			Email sent to ESCC Highways (Cat) on 24/8. no response. Resent email 2/9	

