



PEACEHAVEN TOWN COUNCIL

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DRAFT Minutes of the meeting of the Planning & Highways Committee held online (Zoom) at 7.30pm on Tuesday 12th January 2021

Present; Cllr Sharkey (Chair) Cllr A Milliner (Vice Chair), Cllr S Griffiths, Cllr D Seabrook, Cllr D Paul, Cllr L Mills, Cllr R White, Cllr A Goble, Cllr C Gallagher,

Officers; Michelle Edser (PTC SPO), Victoria Onis (Admin & Meeting Officer), Kevin Bray (Parks Officer)

Public; One member of the public was present

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

1 PH965 CHAIR ANNOUNCEMENTS

The Chair welcomed everyone to the meeting.

2 PH966 PUBLIC QUESTIONS

The member of the public referred to Agenda item PH977 - LW/20/0825 81-83 South Coast Road.

This application is an amendment to Planning Permission LW/18/0366 to reduce the retail space and increase the flats from 9 to 11. It was brought to the Committees attention that if this amendment is approved, the additional 2 flats should be counted as part of the potential windfall total to be built in Peacehaven, which on the Neighbourhood plan is 255. Cllr Sharkey agreed and advised the member of public that this would be noted.

3 PH967 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS

It was resolved to accept apologies from Tony Allen (Town Clerk) and Cllr Job Harris

The Committee noted that Cllr Gloria Hill has resigned from the Planning and Highways Committee

4 PH968 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS

There were no declarations of interests made.

5 PH969 TO ADOPT THE MINUTES FROM THE 8th DECEMBER 2020

It was resolved to adopt the minutes as a true record.

6 PH970 UPDATE FROM CLLR GALLAGHER CHAIR OF THE STEERING GROUP FOR THE NDP

Cllr Gallagher reported on the following:-

- Best part of 10k copies of the Neighbourhood plan survey has been delivered across the whole plan area, some roads have been missed; please let Cllr Gallagher know and these areas will be delivered to.
- Distribution of the survey does seem to have gone very well; the survey has exposed gaps in the knowledge of the Neighbourhood plan and the whole planning process. To help with this, in Conjunction with Peacehaven Town Council a 'Frequently asked Questions' has been put out on Social media.
- The NDP are looking at all distribution methods to get the survey and information out there, social media, local Schools parent mail, notice boards and Councillors to hand out.

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7 PH971 TO NOTE AND REVIEW THE COMMITTEES BUDGETARY REPORT

The Parks Officer updated the Committee that two street lamps are currently not working; East Sussex are currently investigating and the cost of this may need to come out of this budget.

8 PH972 TO FINALISE THE DETAILS OF THE PURCHASE OF A NEW NOTICE BOARD

The report and quotes were discussed and noted.

It was resolved by majority to purchase a new notice board from Metro Signs Ltd. Proposed by Cllr Griffiths and Seconded by Cllr Seabrook

9 PH973 THE DEVELOPERS' LIAISON WORKING PARTY UPDATE

There have been no meetings of the DLWP since the last update – next meeting of the DLWP will be the 22nd January at 10am.

The date of the next DLWP was Noted

10 PH974 TO DISCUSS AND NOTE THE INTERNAL BUSINESS PLAN REPORT

The SPO has asked the Committee to be reminded of the request at the last P&H Meeting on the 8th December for comments and ideas for the Internal Business Plan.

Cllr Sharkey requested that members of this Committee attend a Zoom with the SPO, to discuss any ideas/comments before the next IBP meeting on the 16th February. The SPO has agreed to organise this.

11 TO CONSIDER Planning applications as follows:-

PH975 LW/20/0771 72 The Promenade Peacehaven East Sussex BN10 8ND Case Worker James Emery	Section 73a retrospective application for cladding existing rendered property No reasons to object It was resolved to recommend approval Proposed Cllr Paul Seconded Cllr Milliner All in favour.
PH976 LW/20/0768 9 Wellington Road Peacehaven East Sussex BN10 8QJ Case Worker James Emery	Proposed single storey side extension with part garage conversion. <ul style="list-style-type: none">• Extension will not be seen from the street• Still retains off road parking• It was resolved to recommend approval Proposed Cllr Milliner Seconded Cllr Griffiths. All in favour

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<p>PH977 LW/20/0825 81 - 83 South Coast Road Peacehaven East Sussex BN10 8QS</p> <p>Case worker Julie Cattell</p>	<p>Demolition of 81-83 South Coast Road and construction of 3 storey mixed use development with ground floor retail unit (A1) and 11 flats (amendment to Planning Permission LW/18/0366 to change 1 property and increase flats from 9 to 11)</p> <p>The amended application was discussed.</p> <ul style="list-style-type: none"> • no public objections to the amendments. • allocated parking for each of the flats • commercial parking for the retail unit • No reasons to object. <p>It was resolved to recommend approval</p> <p>Proposed Cllr Seabrook Seconded Cllr Griffiths Agreed by the majority.</p>
<p>PH978 LW/20/0794 79 Malines Avenue Peacehaven East Sussex BN10 7RR</p> <p>Case worker Julie Cattell</p>	<p>Demolition of existing bungalow, Erection of 2no. semi-detached 3 bedroom Dwellings.</p> <p>Public objections were discussed but no valid reasons for objection to this application.</p> <p>It was resolved to recommend approval</p> <p>Proposed Cllr Mills Seconded Cllr Seabrook All in favour.</p>
<p>PH979 LW/20/0838 13 Dorothy Avenue Peacehaven BN10 8LP</p> <p>Case Worker William De-Haviland Reid</p>	<p>Loft conversion with side dormers and associated works</p> <p>Frosted glass will be installed No public objections No reason to object</p> <p>It was resolved to recommend approval</p> <p>Proposed Cllr Milliner Seconded Cllr White All in favour</p>

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PH980 LW/20/0832 128 Roderick Avenue, Peacehaven, BN10 8BS Case worker William De-Haviland Reid	Erection of a single storey rear extension No public objections Large plot No reason to object. It was resolved to recommend approval Proposed Cllr Seabrook Seconded Cllr Milliner All in favour
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12 To note the following planning application Decision Notices:-

No decision notices have been received.

13 PH981 TO REVIEW & UPDATE THE P&H ACTION PLAN.

Cllr Griffiths requested an update on the planters which will be placed outside of Subway on the Coast Road – the admin officer will give an update tomorrow.

TO CONFIRM THE DATE OF NEXT MEETING OF THE COMMITTEE 2ND FEBRUARY 2021

There being no further business, the meeting closed at 20.23

26/01/2021

Peacehaven Town Council

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10:21 Detailed Income & Expenditure by Budget Heading 26/01/2021

Month No: 10 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	810	1,092	282		282	74.2%	
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>9,502</u>	<u>10,761</u>	<u>1,259</u>	<u>0</u>	<u>1,259</u>	<u>88.3%</u>	<u>0</u>
Net Expenditure	<u>(9,502)</u>	<u>(13,261)</u>	<u>(3,759)</u>				
Grand Totals:- Income	0	0	0			0.0%	
Expenditure	9,502	13,261	3,759	0	3,759	71.7%	
Net Income over Expenditure	<u>(9,502)</u>	<u>(13,261)</u>	<u>(3,759)</u>				
Movement to/(from) Gen Reserve	<u>(9,502)</u>						

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Developer Liaison WP Updates for January 22nd 2021 Meeting

REMIT/ TERMS OF REFERENCE OF THE GROUP

- Action now with Town Clerk – ToR currently being drafted. Admin Officer scheduling meetings to occur just before P&H

BUSES

- B&H buses have not applied for any CIL to provide new services. Increased or additional services are not a priority at the moment. On-going discussions, contacts established.
- Note previously circulated timetable including increase to 14 bus service to Newhaven.
- Contacts: Patrick Warner (now has a wider remit) and Lewis Jackson, new Business Development Manager. CG and ME met them at Chamber of Commerce breakfast in Dec.
- Considerations re: smaller operator? Traffic Commissioner regulation of licences (post meeting note - see email from AM 21/11/20) expire every 5 years. Prepared to licence someone else? Have to re-apply? Need is there? Is it commercial or who will pay for it? Business Development Committee are supporting this and drafting a travel survey.

COMMUNITY LIAISON / CONTACTS

- Action from 6/10/20 - letter/email is sent to Barratts asking them for details of their community Liaison officer. **CARRY FORWARD**
- Planning Officer – correct contact at LDC is Chris Wright, Specialist Adviser (Planning) Christopher.Wright@lewes-eastbourne.gov.uk
- Chalkers way plot realignment now looking towards The Brickyard. On-going dialogue with residents and Chris Wright. ME and MG aware, matter not yet resolved. Changes occurred through reserved matters application. Resident consultation being queried. Also issue with working outside permitted construction hours **ON-GOING**

COUNTY HIGHWAYS AND TRAVEL PLANNING

- 12/1/21 Zoom meeting held - ESCC (Kal Kamboh), Pell Frischmann (Paul Cranley), PTC (Michelle Edser)
- Scheme for junction improvement for Telscombe Cliffs Way junction has been provided which is under discussion by KK and technical team.
- Contact for S278 works at ESCC is Dan Witcher re: works on Pelham Rise, Bus Stops, Double Yellow Lines
- ESCC has Traffic Regulation Order work on hold due to COVID-19. There is a backlog now and safety schemes will be prioritized first.
- KK confirmed path from Chalkers Rise would NOT be lit.
- Identifying a location for the Car club space near Meridian Centre - this needs a TRO and is therefore delayed.

PC update re: Travel Plan

Key contacts / roles

- Barratts - Glenn Pendury & Richard Faulkner,
- Alex Parkin – TPC maternity leave soon, Pearl Arens to take over TPC and Paul C
- Travel Plan doc – baseline survey, delayed due to COVID-19.
- ESCC counters on A259 – flow info, to be sent to ME.
- Review again start of March 2021, need to agree a good time to commence surveys, need a reasonably normal baseline.
- Kal emailed Chris Wright end Nov re: request for extension. Response awaited.
- Travel Plan launch to follow / with promotions etc.
- Event location, publicity, signs etc. PTC could facilitate as wider benefits for Town.
- Triggers will need to be amended. Variation on the S106 likely. Chris Wright will need to advise.
- Residents incentives, bus ticket teething issues with payments between B&H and Barratts, improvements being made. Certain amount free and certain amount discounted.
- Cycle vouchers – ordered bulk purchase from Halfords then they will be going out.
- On-line shopping vouchers – been difficult to get any progress. Was to be Sainsbury's, looking to change. Currently under review.
- Car club – contract being negotiated with Enterprise, TRO having to wait. Should be completed this week.
- Bus Services – another contact Luke Taylor Sayles

Off-site measures

- Real time bus stops Pelham Rise, contractor was difficult so now using ESCC contractor to deliver
- Greenwich Way roundabout works, being done by others

- Sutton Ave/A259 also others (CIL)
- Signs for A259 – agreed with ESCC in terms of design and location so now to be put on order (promoting bus travel times)
- Arundel Road crossing – Agreed with ESCC, doesn't need to go in as urgently as site links not yet established
- Telscombe Cliffs way works, S278 design with Dan at ESCC for final approval

Other

- Scheme at Sutton Avenue by The Dell. What were the improvements? Check infrastructure list agreed as part of permission. **ON-GOING**
- Meridian site will need to look at all these issues again and justify whether their development can work or if new infrastructure is required.

CTLA

- How does this work? Debbie Donovan has provided some information.

Agenda Item:	PH990
Committee:	Planning & Highways
Date:	2nd February 2021
Title:	Developers Liaison WP Terms of Reference
Report Authors:	Town Clerk
Purpose of Report:	To seek the Committee's approval of the Draft T-O-R's

Introduction

Working Parties are formed by Council and Committees to perform a specific task and provide regular reports. WP's have no spending or other authority to act on behalf of Council or a Committee. WP's can comprise of Councillors, Officers and members of the public. Membership of WP's should be limited, otherwise they can easily become talking shops and lose sight of their original purpose.

Background

In 2020 the Developers Liaison Working Party (DLWP) was formed and it reports to the Planning & Highways Committee. This WP was formed to monitor, develop and report on matters relating to larger developments, particularly Chalkers Rise at that time.

WP membership was agreed as Cllr Sharkey (Chairman), Cllr Gallagher, Cllr Mills, Cllr Paul, Cllr Symonds, Cllr Veck, Mr M Gatti, Senior Projects Officer, Admin Officer.

Analysis

The proposed Terms of Reference for the Developers Liaison Working Party (DLWP) are as follows:

1. To develop, investigate, advise and report on matters relating to larger development sites such as Webb's Yard, Wild Monkeys Nursery, Chalkers Rise, Sussex Coaster, Old Motel site, etc.
 - a. Adherence to Planning/Development Conditions.
 - b. Realisation of agreed development community benefits, such as Travel Plans, highway works, S106 and CIL obligations.
 - c. Liaison with planning and enforcement officers, site managers, etc. to air public concerns.
2. To monitor conditions and planning obligations, whether these are being appropriately drafted pre approval, appropriately provided post approval, during construction, in accordance with agreed timing and phasing.
3. To consider the effects of larger developments on neighbouring residents such as noise and traffic.
4. To liaise with developers and key stakeholders on large and/or controversial sites.
5. Support and undertake tasks as instructed by the Planning & Highways Committee.
6. Meet before each Planning and Highway Committee, as required.
7. The WP has no spending authority.
8. The WP will report directly to the Planning & Highways Committee.
9. The WP will liaise with LDC and other bodies and organisations as necessary.
10. The WP comprises of Senior Projects Officer, Cllr Sharkey (Chairman), Cllr Gallagher, Cllr Paul, Cllr Veck, Cllr Symonds, Cllr Milliner & Mr Mike Gatti.
11. The WP can invite other Councillors and members of the public as determined by its Chairman.
12. Confidentiality must be respected at all times and public members of the WP must adhere to the words and spirit of the Councillors' Code-of-Conduct.

Conclusions

The above Draft WP T-O-R's are recommended to the Committee.

Recommendations

Adoption of these Draft T-O-R's

Implications

The Town Council has a duty to consider the following implications:

<u>Financial</u> <ul style="list-style-type: none">• Use of capital?• Replacement of asset?• Reduced expenditure?• Increased income?• Budget provision?• Financial Regulations?	N/A
<u>Legal</u> <ul style="list-style-type: none">• UK Law?• Standing Orders?• Council Powers/Duties?• Lease/landlord responsibilities?	N/A
<u>Health & Safety</u> <ul style="list-style-type: none">• Accessibility?• Equalities?	N/A
<u>Planning</u> <ul style="list-style-type: none">• LDC permission?• Planning Law?• Highways?	N/A
<u>Environmental and sustainability</u> <ul style="list-style-type: none">• AONB/SSSI/SDNPA?• Green spaces?• Walking/cycling?	N/A
<u>Crime and disorder</u> <ul style="list-style-type: none">• ASB?• Public safety?• Road safety?	N/A
<u>Social value</u> <ul style="list-style-type: none">• Charities/voluntary orgs?• Support for those in need?• Area improvements?• Community benefits?	N/A
<u>Climate</u> <ul style="list-style-type: none">• Carbon footprint?• Materials?• Recycling?	N/A

Appendices/Background papers

Three quotes? N/A

Location map? N/A

Location pictures? N/A

Supporting doc's? N/A

Agenda Item: PH 992
Committee: Planning & Highways
Date: 2021
Title: Chalkers Rise – Application for the extension of working hours
Report Author: SPO
Purpose of Report: To note information below

Fast track deemed consent” presumption :

[Guidance: modification of planning conditions relating to construction working hours - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/modification-of-planning-conditions-relating-to-construction-working-hours)

15. Do local planning authorities need to consult local communities?

Local planning authorities will need to make a decision within 14 days. Local planning authorities may choose to engage relevant ward councillors, environmental health officers and others who they consider will have an interest during this period.

16. Is there a requirement for publicity?

Similar to a discharge of condition under article 27 of the Town and Country Planning (Development Management Procedure) (England) (Order) 2015 or a section 96A TCPA 1990 application for a non-material amendment, there is no requirement to publicise applications for revised working hours.

Advice on the planning process for the consideration of the extension. It seems such extensions are being advocated by central government :

[Coronavirus \(COVID-19\): construction update Q&A - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/coronavirus-covid-19-construction-update-q-a)

*We expect local planning authorities to be supportive of reasonable requests. Local authorities should accept proposals for extended working hours **unless there are very strong reasons against this**. They should ensure that decisions are issued within 10 days where possible. We expect this to be a soft and user-friendly process and for guidance to be available on the local authority website.*

*In making their decision local planning authorities **may consider where there are unreasonable impacts** but they will be able to reject proposals only where there are **very compelling reasons**. These reasons could include the significant impact on neighbouring businesses or uses, such as care homes, which are particularly sensitive to noise, dust or vibration, which cannot be overcome through other mitigation, or where impacts on densely populated areas would be unreasonable.*

		Planning & Highways Committee - Action Plan			updated 26/1/21		
CASE NUM BER	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	Cllr Griffiths requested help from other councillors filling in evidence forms (extend of usage prior to 2005)	Cllr Griffiths - ongoing		consultation progressing for the concrete path	
2	10/11/2020	Cllr White referred to the East Sussex Local Cycling & Walking Infrastructure Plan Public Consultation 2020. Cllr Seabrook noted that a response from Council was appropriate; Clerk to facilitate this. Cllr Gallagher noted that the NDP SG will also be making a response to this consultation.	Clerk to facilitate this.	Clerk			
3	10/11/2020	It was agreed that the Committee will review the locations and need for maintaining its planters; to be discussed further at its next meeting.	List of planters and locations needed first.			update needed	
4	10/11/2020	Traffic Regulation Orders - In the interim, it was agreed to raise the issues of anti-social parking with the owners of the premises concerned and to encourage the use of Operation Crackdown reporting by residents.	Raise the issues of anti-social parking with the owners of premises	Admin. Officer & Clerk		ongoing - admin officer responding to residents as and when needed.	
5	10/11/2020	New Planter Outside Subway - It was resolved to purchase two planters with attached cycle racks from the Front Yard Company at a cost of £202.50 each; to be funded from the 4853 Street Furniture budget; subject to securing a new Licence for this from ESCC and details for securing the planters to the pavement.	Secure a new Licence for this from ESCC and details for securing the planters to the pavement.	Admin. Officer & Parks Officer		Admin officer emailed 26/1/21 - Licencing and Enforcement Team at East Sussex Highways to confirm how we can apply for a new licence.	

