



PEACEHAVEN TOWN COUNCIL

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Minutes of the meeting of the Planning & Highways Committee held online (Zoom) at 7.30pm on Tuesday 16th March 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; Deborah Donovan - Civic & Communications Officer, Victoria Onis - Admin & Meeting Officer,

Public; Eleven members of the public were present.

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

1 PH1021 CHAIR ANNOUNCEMENTS

The Chairman welcomed everyone to the meeting.

2 PH1022 PUBLIC QUESTIONS

There were no public questions.

It was resolved to bring Item 11 PH1031 was brought forward to allow the public to exit the meeting.

3 PH1023 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS

All Committee members were present

4 PH1024 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS

Cllr Paul has an interest in three of the planters that will be spoken about at item PH1028

5 PH1025 TO ADOPT THE MINUTES FROM THE 23RD FEBRUARY 2021

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

6 PH1026 UPDATE FROM CLLR GALLAGHER CHAIR OF THE STEERING GROUP FOR THE NDP

Cllr Gallagher reported on the following:-

- Land surveys in progress.
- More technical documents being produced by the University of Sussex students.
- Steering Group meeting on the 11th March 2021, focusing on Design Codes.
- Steering Group meeting on the 18th March 2021, focusing on the results of the Master Plan public consultation.

7 PH1027 TO NOTE AND REVIEW THE COMMITTEES BUDGETARY REPORT

The report was noted.

8 PH1028 TO DISCUSS THE LICENSING AND PLANTING OF ALL THE TOWNS PLANTERS

- The Admin Officer, confirmed that two planters/bike racks have now been ordered for the area outside of Subway.

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- Matt Gunn, Marketing Officer has submitted an application to East Sussex Highways for a new License for the area outside of Subway to enable us to place the new planters.
- It was requested that the Admin Officer follows up with the Parks Officer, to request that the list of the Towns Planters also include the state of repair and a note of who is responsible for maintaining each planter.
- The Marketing Officer is currently putting a proposal together to involve local businesses in the sponsorship of the Towns Planters.

9 PH1029 TO DISCUSS CYCLING / WALKING AND SECTION 106 MONEY

Cllr Seabrook updated that the SPO, Michelle Edser is in talks with ESCC in view to arranging a meeting to discuss.

10 PH1030 TO DISCUSS THE BARRIERS ON RODERICK AVENUE AND GLYNN ROAD

Cllr Seabrook referred to his circulated report regarding the barriers on Roderick Ave and Glynn Road. The barriers restrict access by mobility scooters, wheelchairs, wide buggies and cyclists. The barriers were introduced a number of years ago to prevent motor cyclists using the pathway.

Options were discussed and it was proposed to take this issue forward

- * To find out who the barriers belong to
- * Consultation work with the Neighbours,
- * To review the Disability Discrimination act.

Proposed Cllr Seabrook

seconded Cllr Paul

All in favour.

11 TO CONSIDER Planning applications as follows:-

PH1031 LW/21/0039 107 South Coast Road Peacehaven Case Officer Julie Cattell Comments by 24/3/21	<i>It was resolved to bring this item forward for discussion in advance of item 3 to allow the Public to exit the meeting.</i> Change of use from dwellinghouse (C3) to children's nursery with manager's accommodation (E class) including a single storey side extension <i>It was resolved to recommend refusal – All in Favour</i> For the following reasons:- 50+ online objections noted. Comments 1) The site being directly adjacent to the strategic route of the A259 South Coast Road means that highway safety will be compromised on this busy and strategic route as a result of this proposal. Due to the difficulties accessing Gladys Avenue itself, plus the inadequate turning, injudicious parking is likely to occur on the double yellow lines of the A259. The morning drop off will be at times of peak traffic flow. This development will result in vehicles stopping within the traffic flow, maneuvers onto, and the blocking of the pavement, with the main stream of traffic having to maneuver around parked vehicles. Babies and Children will be exiting these vehicles which is dangerous within a running traffic lane. Drivers trying to give people
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space, which will include a high proportion of buses and HGV's, will potentially be forced to cross the centre line. The carriageway at this location is additionally constrained due to the close proximity to a pedestrian crossing. For these reasons it is considered that this proposal will result in danger and inconvenience to both users of the highway and those visiting the site. There is a real and genuine concern that the propensity for accidents at this location will be increased.

- 2) There is a lack of parking and vehicular turning within the site and on Gladys Avenue itself. The additional vehicular trips resulting from this proposal will result in congestion and reversing maneuvers on Gladys Avenue, causing danger and inconvenience to users of this currently quiet road.
- 3) When compared to parking standards and guidance, there is a shortfall of parking for both employees and those dropping off / collecting children. This will create additional demand on both Gladys Avenue and the A259, thus having a detrimental effect on residential amenity.
- 4) Locally the nursery provision is higher than stated within the applicants submission, existing providers also have available spaces. The need for the proposed development is therefore not justifiable.
- 5) There is a lack of outside space and in terms of air quality children playing in a garden directly adjacent to heavily congested A259 will have an unacceptable impact on health and the general amenity of children attending the nursery. Covid-related government restrictions mean that childcare settings must keep ventilated as much as possible, thereby giving babies and children no breaks or protection from daily exposure to unacceptable levels of air pollution.

In light of the above reasons, it is considered that the proposal does not accord with policies CP13 (Sustainable Travel / Parking), DM8 (Residential Sub-divisions), DM20 (Pollution Management), DM23 (Noise), DM25 (Design / Parking / Amenity / Activity Levels) of the Local Plan (Parts 1 & 2). We respectfully request that this proposal is refused.

Should you be minded to grant permission we would ask that conditions are imposed to address the following and in order to manage and mitigate the impact of this proposal.

Conditions to ensure that the applicants:

- commit to a travel plan, encouraging staff and visitors to arrive and depart by sustainable modes.

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	<ul style="list-style-type: none"> • provide cycle parking and changing facilities for staff • provide buggy storage for parents / carers • ensure Piddinghoe car park is used for all car trips • liaise with ESCC to provide bollards on highway in order to prevent pavement parking adjacent to Gladys Avenue • apply staggered start and collection times in order to disperse the impact of arrivals and departures to the site • restrict opening hours in order to manage staff and visitors arriving, particularly those prior to, and from 7am • are not operational at weekends or bank holidays • provide noise mitigation such as soundproofing, soft outdoor surfaces and acoustic fencing • provide security fencing to keep children safe and provide some screening from pollution • encourage visitors to keep noise levels to a minimum and avoid congregating at drop off and pick up times
<p>PH1032 LW/21/0042 1 Cavell Avenue Peacehaven</p> <p>Case Officer James Emery</p> <p>Comments by 29/3/21</p>	<p>Alterations to existing annex, convert garage area and remove one self-contained flat</p> <p>It was resolved to recommend approval- All in Favour</p> <p>COMMENTS The Planning application was looked at in detail and there are no reasons to object.</p>
<p>PH1033 LW/21/0045 50 Cornwall Avenue Peacehaven</p> <p>Case Officer James Smith</p> <p>Comments by 29/3/21</p>	<p>Prior approval under Schedule 2, Part 20, Class A of the Town and Country Planning (Permitted Development and Miscellaneous Amendments)(England)(Coronavirus) Regulations 2020 for construction of one additional storey to create 1no. dwelling</p> <p>It was resolved to recommend refusal – All in Favour</p> <p>For the following reasons:-</p> <p>COMMENTS</p> <ul style="list-style-type: none"> • Query previous application • Now proposes a three storey building • House converted to flats • Light to allotments will be blocked • Original bungalow had an Arundel Road address, now two flats on Cornwall Avenue • Use as a business on site, appears to be a craft room/workshop in the studio. Is this licensed? • Neighbour objection, noise, smells, parking, adversely affected

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	<ul style="list-style-type: none"> • Questionable use of site / does this business have permission – amenity and disturbance issues. • Please refer to planning enforcement if appropriate • There will be an adverse effect on daylight for neighbouring properties. • Being three storeys in height, the proposal is considered to be out of keeping with the street scene, it does not respond sympathetically or have a compatible relationship with the surrounding buildings. • The intensification of the use of the site will have a detrimental and disturbing effect on neighbouring amenity due to increased activity and parking. • The intensification of the use of the site will have a detrimental effect in terms of odour due to the increased use of the existing problematic cesspit. <p>It is therefore considered that the proposal does not accord with policies DM23 (Noise) and DM25 (Design / Characteristics / Height / Parking / Daylight / Amenity / Odour / Activity Levels) Local Plan (Part 2)</p>
<p>PH1034 LW/21/0104 59 Cairo Avenue Peacehaven</p> <p>Case Officer James Emery</p> <p>Comments by 31/3/21</p>	<p>single storey side extension and extension to existing roof conversion</p> <p>It was resolved to recommend approval - Agreed by Majority</p> <p>COMMENTS No Public Objections. The Planning application was looked at in detail and there are no planning reasons to object.</p>
<p>PH1035 LW/21/0085 21 Slindon Avenue Peacehaven</p> <p>Case Officer James Emery</p> <p>Comments by 31/3/21</p>	<p>Loft conversion composing of hip to gable extensions and rear dormer, 4m side extension, front porch roof extension to form central bay and to render the façade</p> <p>It was resolved to recommend approval - All in favour</p> <p>COMMENTS One objection was noted. The Planning application was looked at in detail and there are no planning reasons to object</p>
<p>PH1036 LW/21/0069/CD The Bells Club 8 Phyllis Avenue Peacehaven</p> <p>Case Officer James Smith</p> <p>Determination Date 31/3/21</p>	<p>Discharge of conditions 2,3,4 and 5 in relation to planning approval LW/19/0693</p> <p>COMMENTS The case officer James Smith clarified that the facility management plan and a ground floor plan are the only items that need to be reviewed.</p> <p>The Committee noted this information.</p>

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12 TO NOTE the following Planning Applications:-

PH1037 TW/21/0019/TPO 3 Tor Road, Peacehaven Case Officer Daniel Wynn	T1, Sycamore - Crown reduction to reduce size of tree and maintain shape.
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The above Planning Decision was noted

13 PH1038 TO REVIEW & UPDATE THE P&H ACTION PLAN.

The circulated action plan was noted.

- Concrete path the Inspector has turned down the path connecting to Cissbury avenue but this decision is being appealed against

DATE OF NEXT MEETING OF THE COMMITTEE 6TH APRIL 2021

13:21 Detailed Income & Expenditure by Budget Heading 24/03/2021

Month No: 12 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	650	1,300	650		650	50.0%	
4852 Monument & War Memorial	0	600	600		600	0.0%	
4853 Street Furniture	0	600	600		600	0.0%	
Planning & Highways :- Direct Expenditure	<u>650</u>	<u>2,500</u>	<u>1,850</u>	<u>0</u>	<u>1,850</u>	<u>26.0%</u>	<u>0</u>
4101 Repair/Alteration of Premises	437	500	63		63	87.3%	
4111 Electricity	991	1,092	101		101	90.8%	
4171 Grounds Maintenance Costs	206	500	294		294	41.3%	
4850 Grass Cutting Contract	8,669	8,669	0		0	100.0%	
Planning & Highways :- Indirect Expenditure	<u>10,303</u>	<u>10,761</u>	<u>458</u>	<u>0</u>	<u>458</u>	<u>95.7%</u>	<u>0</u>
Net Expenditure	<u>(10,953)</u>	<u>(13,261)</u>	<u>(2,308)</u>				
Grand Totals:- Income	0	0	0			0.0%	
Expenditure	10,953	13,261	2,308	0	2,308	82.6%	
Net Income over Expenditure	<u>(10,953)</u>	<u>(13,261)</u>	<u>(2,308)</u>				
Movement to/(from) Gen Reserve	<u>(10,953)</u>						

PH1046 - Developers Liaison Working Party

Notes from Meeting held on 5th March 2021 - CG

Attendees

Michelle Edser (SPO) Cllrs Cathy Gallagher, Ron White, Dawn Paul, Lucy Symonds, Wendy Veck, Lyn Mills, Isobel Sharkey (joined 11.15pm) and Mike Gatti.

Absent - Cllr A Milliner

Notes from meeting 22nd January 2021

Approved. Proposed by ME and seconded by LS

(Attached to these notes as they contain important ongoing information)

1. REMIT/ TERMS OF REFERENCE

Mentioned in outline CG recommends we deal only with Sites which have received Planning Permission with significant conditions. Still action with Town Clerk and for Annual Town Meeting.

ME is obtaining from David Seabrook details of significant developments to be monitored, Planning Application Number is needed to trace conditions.

CG suggested members should help by monitoring a site.

MG ----- Chalkers Rise

CG ----- Wild Monkeys

DP ----- Cripps Ave/Webbs Yard.

IS ----- Sussex Coaster

Members of Group to decide which they will do.

Possibly ? Carpet Shop/ South Coast Windows ----- Jarlands development off South Coast Rd 3/4 flats

Additional information: Studio Crafts - Gone Bust, Motel Site re sold , planning permission expired, new application expected.

2. CHALKERS RISE UPDATE

MG reported meeting organised by Cllr Collier a good start, monthly future meeting.

ME and MG provided following info. from first meeting dated 23/2/21

Attendees : ME for PTC,

LDC Cllr Collier , Simon Cullen (Planning Enforcement) Leigh Palmer (Head of Planning) Chris Wright (Senior Planner)

Barratts/ David Wilson Homes Daniel Reed (Site Manager) Richard Faulkner and Jessica Sparks (Head of Planning) Sean Havis

Peacehaven Focus Group : Mike Gatti. Vivian Carrick , Tom Goddard

- a) Working Hours now established, moving forward on this issue
- b) Realignment, homes now facing homes in The Bricky.
Planning applications was indicative of phase 2 (hybrid), would need to consult residents further but not sure if this occurred. Outline Planning permissions give no certainties. LDC Planning confirmed they would have approved changes despite potential objections.
ACTION - ME to check if this was ever raised with Lloyd Russel-Moyle as per previous action
- c) New footpath should have been made from side of Chalkers Rise to The Brickey

ACTION ME was asked to research as plans do not seem to show it

d) S106/CIL and Infrastructure improvements

LDC and ESCC HOLD ALL MONIES

ME has been putting record together to establish PTC position and monies owing, their restrictions, expiry dates etc.

3 separate amounts of £66k to be paid to LDC for Chalkers Rise , PTC then to request from LDC at a rates of £20k per annum (Phase 1 Commitment of £66k has been received by LDC, PTC have obtained first 2 years worth (£40k) and this has been allocated to projects and equipment via L&A Committee. This money is to support the maintenance of Centenary Park.

ESCC roads infrastructure changes require Traffic Regulation Orders which are all delayed (Covid 19). There will then be a backlog with safety schemes prioritised.

Base surveys needed are needed for the Travel Plan and should be carried out under "normal" conditions.

From information received in emails ESCC are no longer planning major change at Telscombe Cliffs Way and SCR junction. They are planning to adjust the "Intelligent Traffic Signals" phasing instead. Other adjustments to bollards and railings being considered.

The A259 is a Major Road Network , there are wider corridor proposals identified by Transport for the South East outer orbital transport studies along the A259 and A27.

Transport for The South East started the study in September 2020 to be completed late summer/autumn 2021 . When completed ESCC will look at A29 in more detail.

Newhaven to Brighton the emphasis will be public, transport, walking and cycling but will include junction alterations. Improving bus movements a priority. Works starting 2024 onwards.

Therefore inappropriate to spend CIL on junction alterations which may be redone.

3. BUSES

£750K made available for Public Transport from LDC CIL Chalkers Rise contribution. Generally understood to be for 3 new 12X buses. Not wanted by residents. Improvements need to interior suburbs in both Peacehaven and Telscombe. Not applied for yet.

Vouchers for Public Transport not available but being worked on. All administrative issues connected with Travel Plan, are to be sorted out by Barratts.

ACTION TRAVEL SURVEY TO BE DONE, reporting to BUS. DEV and Communications Committee. ME LS MG.

4. FACILITIES

Discussion on LS note about the lack of facilities and amenities in Peacehaven.

The North and East of Peacehaven being in semi- rural setting on the edge of SDNP.

Havens Health Centre offers 19 services.

WV Crime an issue, no shops ,too many people with no facilities. Trying to get better lighting for Spine Walk Way.

Census details will not come through in full until 2023. There will be some initial releases Spring 2022 onwards.

NEXT MEETING Friday 16th April 2021 at 11am.

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Summary Notes and Actions – Developer Liaison WP Zoom 11am Friday 22nd January 2021

Present - Cllr I Sharkey (Chair), Cllr C Gallagher, Cllr A Milliner, Cllr W Veck, Cllr L Mills, Cllr R White, Cllr D Paul, Michelle Edser (PTC Senior Projects Officer), Mike Gatti (Peacehaven Focus)

Item	Note	Action
	APOLOGIES Cllr L Duhigg	
	AGENDA <ul style="list-style-type: none"> No formal agenda provided Discussion re: notes from last meeting and verbal updates on actions See action updates (separate document) 	
	<ul style="list-style-type: none"> Remit / Terms of Reference of the group – currently being reviewed by Town Clerk Wide discussion re: previous actions and other issues arising, matters raised on Peacehaven Focus, resident and Cllr concerns Chalkers Rise re-alignment in Phase 2 of build. Resident concerns discussed. Agreed to take action to next P&H Committee to consider writing to Lloyd Russel-Moyle MP re: national process for planning application consultation and use of reserved matters procedures Much discussion re: the planning system, what can be controlled through planning and other issues and challenges which are existing such as lack of public transport, housing construction ME to ask ESCC for a schedule of highway works Agreed that PTC should provide an information sheet re: what PTC is doing to support the community in respect of development Need to set out list of Chalkers Rise requirements and current status 	<p>TA</p> <p>IS</p> <p>ME</p> <p>TBC</p> <p>TBC</p>

	<ul style="list-style-type: none"> • Could we ask Pell Frischmann to attend a future meeting • Site liaison – Craig McKenzie has left, Tom Betts is the current site manager • Discussion re: insulation and type of construction. To be investigated. May be covered by other legislation / regulations • Cllr Mills confirmed that LDC have successfully resolved enforcement cases for Telscombe Town Council recently 	ME TBC
	ANY OTHER BUSINESS None	
	DATES FOR NEXT MEETING Friday 5 th March 11am	VO
	Meeting Closed 11:10am	

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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 Brickly. 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.

PLANNING AND HIGHWAYS – ITEM PH1047

Project	Responsibility	Activity Required	Current Position	Deadline	Objective Achieved
To Complete the Peacehaven and Telscombe Neighbourhood Development Plan To Implement the NDP after examination.	Town Clerk SPO (Planning & Bus Dev) Steering Group All Councillors and Officers	All possible means to gather Public Participation to be explored Appoint Senior Project Manager	Steering Group teams working to gather evidence. Allocation of Sites and Meridian Development now active	Ongoing	
Work with ESCC/stakeholders to create walkways and cycle paths through Peacehaven, linking to surrounding areas	SPO (Planning and Bus Dev) P&H Steering Group	Planters throughout town to be planted Litter and debris cleared Fencing repaired/painted	Plan to be devised	Ongoing	
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 April 2021	

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	Ongoing Terms of Reference Agreed	
Identify car free areas, work with ESCC/developers etc to install electric charging points	SPO P & H Committee	Report to be prepared. Identify the way ahead	Started by Steering Group	Initial report 2020	
Identify road safety issues using a hierarchy of needs with priority to vulnerable users	SPO P & H Committee	Report to be prepared. Identify the way ahead	Plan for future, potential audit		
Protecting and Enhancing the landscape	LA & E Committee	Protecting and Enhancing the landscape	LA & E Committee		

CASE NUMBER	MEETING DATE	Planning & Highways Committee - Action Plan	TASK	ACTION	PERSON RESPONSIBLE	UPDATE
1	03/09/2019	PUBLIC RIGHTS OF WAY WORKING GROUP - CONCRETE PATH LOWER HODDERN FARM TO CENTENARY PARK	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.	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.	Grounds team	in progress, pictures will be taken and an update of each planter.
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	* two planters have been purchased from the front yard company - received * waiting for approval of new license from ESCC
6	04/01/2021	6 lampposts				The Parks Officer Kevin Bray has been in contact with Eric Ware (electrical supervisor East Sussex Highways) and a meeting will be held to discuss all of our outside lighting issues once the covid restrictions have eased.

