



# **PEACEHAVEN TOWN COUNCIL**

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BN10 8BB

## **DRAFT Minutes of the meeting of the Planning & Highways Committee held at 7.30pm on Tuesday 21<sup>st</sup> September 2021**

**Present;** Cllr A Milliner (Chair), Cllr D Seabrook (Vice Chair), Cllr S Griffiths, Cllr R White, Cllr C Gallagher, Cllr G Hill

**Officers;** A Allen, Town Clerk, Victoria Onis, Admin Officer

**Public;** 7 members of public.

### **1 PH1146 CHAIR ANNOUNCEMENTS**

The Chairman welcomed everyone to the meeting.

### **2 PH1147 PUBLIC QUESTIONS**

A member of the public queried who is responsible for blocked gutters – The Town Clerk confirmed that this will be Lewes District Council who are responsible for gutters and drains.

Residents spoke of their objections regarding item PH1155 application LW/20/0390 these comments were noted.

*It was resolved to bring item PH1155 LW/20/0390 forward to allow interested members of the public to leave.*

### **3 PH1148 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS**

Apologies for absence were received from Cllr I Sharkey and Cllr D Paul, who was substituted by Cllr Gallagher. Cllr J Harris – no apologies

### **4 PH1149 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**

Cllr Griffiths as acquaintance of the owners of 169 Arundel road.

### **5 PH1150 TO ADOPT THE MINUTES FROM THE 24<sup>th</sup> AUGUST 2021**

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

### **6 PH1151 UPDATE FROM CLLR GALLAGHER CHAIR OF THE STEERING GROUP FOR THE NDP**

There were no updates from Cllr Gallagher.

*All members of the public left the meeting 19.52*

## Minutes of the Planning & Highways Committee Meeting - Tuesday 21<sup>st</sup> September 2021

### **7 PH1152 TO NOTE AND REVIEW THE COMMITTEES BUDGETARY REPORT AND REQUIREMENTS FOR 2022/23**

The committee noted the report and discussed the budget requirements.

- The refurbishment of the Monument war memorial which includes the 3 obelisks– the £600 budget allocated will not cover the costs.
- Plants for the planters next year
- Some benches need refurbishing next year, budget allocated of £600 may not be enough.
- Electricity has gone up significantly, the budget allocated will need to be increased.
- Notice boards will need replacing

### **8 PH1153 TO DISCUSS TRAINING FOR COMMITTEE MEMBERS**

The Town Clerk reported that contact has been made with Andrew Hill at Lewes District Council and training will be arranged shortly for this Committee.

### **9 PH1154 TO DECIDE ON REVISED QUOTES FOR THE GREEN ROOFED BUS SHELTER.**

The circulated report for a 3 bay shelter was circulated and received and options discussed.

Cllr Seabrook updated the Committee that upon further investigation a 3 bay shelter will not fit in the existing location due to an electrical cabinet and a footpath

Options were discussed: -

- Move bus shelter to other side of footpath or further south; a new concrete base would be needed
- Purchase a replacement 2 bay shelter and extend the existing concrete base to fit the new measurements.
- If another 2 bay shelter is purchased, there will only be 1 entrance/exit which isn't helpful for wheel chair/mobility scooter users.

It was **Proposed** by Cllr Griffiths and **Seconded** by Cllr Seabrook to obtain further quotes for a concrete base in a new location for a 3-bay shelter. The Town Clerk & Admin Officer will investigate. All in Favour

### **10 TO CONSIDER Planning applications as follows:-**

|  |  |
|--|--|
| <b>PH1155</b> LW/20/0390<br>Sweetwater 26 Blakeney Avenue Peacehaven<br>East Sussex BN10 8UY<br><br>Case Officer Julie Cattell | <i>This item was brought forward for discussion in advance of Item 6 to allow members of the public to leave.</i><br><br><b>Peacehaven Town Council Planning &amp; Highways Committee <b>AGAIN</b> unanimously proposed Refusal of the Amended Planning Application</b><br><br>Amended Scheme - Change of use of land to use as a residential caravan site for gypsy/traveller family, involving removal of one existing stable and siting of one new static caravan/mobile home on existing hard-standing, and retention of the existing bungalow as day room/amenity building. |
|--|--|

## Minutes of the Planning & Highways Committee Meeting - Tuesday 21<sup>st</sup> September 2021

|  |   |
|--|---|
|  | <p>It was resolved to <b>recommend refusal</b> on the following basis: -</p> <ul style="list-style-type: none"> <li>• There had been no substantial change to this application.</li> <li>• The Town Council's previous recommendation for refusal therefore stands, for the reasons stated. Please carry this forward as part of the Town Council's response to this amended application.</li> <li>• The caravan has just been moved to a slightly different position.</li> <li>• Unacceptable change of use.</li> <li>• Approval would set a precedent for this type of development in a rural area/buffer zone between Peacehaven and Newhaven.</li> <li>• The existing 'building' is NOT a bungalow</li> <li>• There are known issues with water pressure and electricity supply in the area.</li> </ul> |
| <p><b>PH1156 LW/21/0647</b><br/>37 Coney Furlong</p> <p><b>Case Officer</b> James Emery</p>                    | <p>single-storey rear extension, conversion and extension of existing garage</p> <p>The application was reviewed and no planning reasons against.</p> <p><b>It was resolved to recommend approval.</b></p>  |
| <p><b>PH1157 LW/21/0689</b><br/>191 Roderick Avenue North Peacehaven</p> <p><b>Case Officer</b> Rita Burns</p> | <p>loft conversion with 1no front dormer</p> <p>The application was reviewed and no planning reasons against.</p> <p><b>It was resolved to recommend approval</b></p>   |
| <p><b>PH1158 LW/21/0544</b><br/>12 Cornwall Avenue Peacehaven</p> <p><b>Case Officer</b> Tom Bagshaw</p>       | <p>demolition of rear conservatory, extension and side garage, and erection of single-storey rear and side extensions and front porch</p> <p>The application was reviewed and no planning reasons against.</p> <p><b>It was resolved to recommend approval</b></p>  |
| <p><b>PH1159 LW/21/ 0578</b><br/>268 Arundel Road West</p> <p><b>Case Officer</b> Tom Bagshaw</p>              | <p>first-floor side extension</p> <p>The application was reviewed and no planning reasons against.</p>  |



Minutes of the Planning & Highways Committee Meeting - Tuesday 21<sup>st</sup> September 2021

|   |  |
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|   | It was resolved to recommend approval  |
| <p><b>PH1160 LW/21/0499</b><br/>169 Arundel Road</p> <p><b>Case Officer</b> James Emery</p> | <p>demolition of existing dwelling and erection of 2 no semi-detached houses</p> <p>It was <b>resolved to recommend refusal</b> for the following reasons:-</p> <ul style="list-style-type: none"> <li>• Against the design guide – straight open front down to pavement – design guide looks for a boundary.</li> <li>• Loss of privacy – over-looking, causing loss of privacy or light, too close to neighbouring properties.</li> <li>• Exacerbate existing parking problems – vehicles already block the existing cycle path, which is national cycle route 2. No sufficient space for on street parking.</li> <li>• Back garden development – building another property within the confines of the existing one. Over shadowing, close to neighbouring side windows</li> <li>• Density of layout &amp; over development – too large for plot.</li> <li>• Increase of traffic &amp; congestion</li> <li>• Detrimental effect on local character</li> <li>• Design does not fit in with local surroundings</li> <li>• Out of keeping with street scene - impairment of street scene, changing the character and appearance, detrimental to it, will spoil the ambience of Road/Avenue, unfriendly.</li> </ul> <p>Should LDC be minded to approve this application, Double yellow lines should be placed around this blocked off corner of the road as this is a busy area due to the proximity to the School</p> |
| <p><b>PH1161 LW/21/0651</b><br/>34B Sunview Avenue</p> <p><b>Case worker</b> Rita Burns</p> | <p>erection of single-storey and two-storey rear extension, with associated works</p> <p>It was <b>resolved to recommend refusal</b> for the following reasons:-</p> <ul style="list-style-type: none"> <li>• Density of layout &amp; over development – too large of plot.</li> <li>• Over shadowing, close to neighbouring side windows</li> </ul>   |



## Minutes of the Planning & Highways Committee Meeting - Tuesday 21<sup>st</sup> September 2021

|   |  |
|---|--|
|   | <ul style="list-style-type: none"> <li>• Loss of privacy – over-looking, causing loss of privacy or light, too close to neighbouring properties</li> <li>• Out of keeping with street scene - impairment of street scene, changing the character and appearance, detrimental to it, will spoil the ambience of Road/Avenue, unfriendly.</li> </ul>   |
| <p><b>PH1162 LW/21/0604</b><br/>110 Cairo Avenue Peacehaven</p> <p><b>Case officer</b> Rita Burns</p>               | <p>Change of Use from C3 dwellinghouse to C2 residential institution to accommodate 2 children</p> <p>The application was reviewed and no Planning reasons against.</p> <p><b>It was resolved to recommend approval</b></p>  |
| <p><b>PH1163 LW/21/0675</b><br/>32A Cissbury Avenue Peacehaven</p> <p><b>Case Officer</b></p>                       | <p>demolition of existing conservatory, erection of single-storey rear and side extension</p> <p>The application was reviewed and no planning reasons against.</p> <p><b>It was resolved to recommend approval</b></p>   |
| <p><b>PH1164 LW/21/0592</b><br/>The Lookout 4a Mayfield Avenue Peacehaven</p> <p><b>Case Officer</b> Rita Burns</p> | <p>Construction of new dwelling on land at 4 Mayfield Avenue</p> <p>It was <b>resolved to recommend refusal</b> for the following reasons:-</p> <ul style="list-style-type: none"> <li>• Back garden development – building another property within the confines of the existing one. Over shadowing, close to neighbouring side windows, of which light will be completely blocked.</li> <li>• Loss of privacy – over-looking to neighbouring properties.</li> <li>• Density of layout &amp; over development – too large of plot, very close to neighbouring boundaries.</li> <li>• Absence of car parking facilities – access to drive cannot be extended due to a telegraph pole and a lamp post of the edge of the grass verge.</li> <li>• Parking &amp; Highways safety.</li> <li>• Out of keeping with street scene - impairment of street scene, changing the character and appearance, detrimental to it, will spoil the ambience of Road/Avenue, unfriendly</li> </ul> |

## Minutes of the Planning & Highways Committee Meeting - Tuesday 21<sup>st</sup> September 2021

|  |  |
|--|--|
|  | <ul style="list-style-type: none"> <li>• Design does not fit in with local surroundings.</li> <li>• Detrimental effect on local character</li> </ul> |
|--|--|

### 11 The following planning decisions were noted : -

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| <b>PH1165 LW/21/0429</b><br>110 Cairo Avenue, Peacehaven<br><br><b>Case Officer</b> Rita Burns  | <p>Certificate of lawfulness for proposed use of the property as children's home to provide 24hr care for no more than two children/young people between the ages of 9 and 17 years</p> <p><a href="https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=LW/21/0429">https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=LW/21/0429</a></p> <p><b>Decision</b> Refused</p>  |
| <b>The Following planning applications were noted</b>   |  |
| <b>PH1166 TW/21/0057/TPO</b><br>47 Valley Road Peacehaven<br><br><b>Case Officer</b> Nick Jones | <p>I am requesting the removal of 3 trees in my front garden. There are numerous reasons for removal as follows: T1 is causing significant damage to the walls that run behind it and to one side. This wall is supporting the driveway and garage and has several cracks going through the walls and the garage that I believe are caused by the tree. It will need underpinning due to the damage. It is dangerously close to the power lines that run along the front of the house and down the road and has caused a number of power cuts due to this. When it is windy, (very frequently!) especially high winds it is scary and the way they move or appear to be falling frightens my children and if it were to fall it would be directly on the house, garage, cars, power lines. Whichever way it fell it would cause devastating damage and possibly injury. T2: the ash tree is in the front wall to the other side of the garden and has totally cracked the walls it sits in and they are about to fall. I could not fix them without removing the tree. The tree is overtaking the area it already had and sits directly on the power line. It is directly at the front of the house and blocks a lot of light from our windows. It moves vigorously when there are storms and high winds which is a weekly occurrence in Peacehaven causing unnecessary stress on myself and my family/ children as their bedroom windows are directly there. It is causing a problem due to the roots being so close to the house and causing underpinning problems potentially. T3: the Conifer is also causing significant damage to the walls and therefore garage and underpinning. We have had</p> |

## Minutes of the Planning & Highways Committee Meeting - Tuesday 21<sup>st</sup> September 2021

|   |  |
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|   | <p>tree experts who have agreed with this and therefore we are currently looking at replanting some new, smaller trees once these are removed. It's a difficult decision to have these taken down but I feel I have a lot of trees in my rear garden and these offer a lot to the environment so losing 3 and replanting would be the best option</p> <p><a href="https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=TW/21/0057/TPO">https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=TW/21/0057/TPO</a></p> |
| <p><b>PH1167 LW/21/0648/CD</b><br/>Land Adjacent To 8 Gold Lane Peacehaven East Sussex</p> <p><b>Case Officer</b> Julie Cattell</p> | <p>Discharge of condition 2 (Materials), 3 (Finished Floor Levels, Ridge Height and Adjacent Dwelling), 4 (Car Parking), 5 (Electric Car Charging Points), 6 (Cycle Parking), 7 (Storage and Removal of Refuse), 8 (Boundary Treatment), 9 (Hard and Soft Landscaping) and 10 (Renewable Energy) relating to approval LW/19/0765</p> <p><a href="https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=LW/21/0648/CD">https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=LW/21/0648/CD</a></p>                    |

### **12 PH1168 TO REVIEW & UPDATE THE P&H ACTION PLAN.**

The circulated plan and received and noted.

***NOTE: In accordance with Standing Order No. 3(d) and the Public Bodies (Admission to Meetings) Act 1960, Section 1, in view of the confidential nature of the following business to be transacted, the public and press are excluded from the rest of the meeting.***

### **13 PH1169 TO REVIEW THE DRAFT NEIGHBOURHOOD DEVELOPMENT PLAN**

Cllr Gallagher introduced the draft Plan and walked through the first 43 pages with the Committee. Various comments were made which Cllr Gallagher took note of.

It was agreed that further detailed comments will be emailed to Cllr Gallagher as soon as possible.

The Committee will review the second half of this initial Draft NDP at its next meeting.

There being no further business, the meeting closed at 21.31

***Next meeting of the Committee - 12<sup>th</sup> October 2021 at 7.30pm***





## Detailed Income &amp; Expenditure by Budget Heading 01/10/2021

Month No: 6

## Cost Centre Report

|   | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent      | Transfer<br>to/from EMR |
|---|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| <u>200 Planning &amp; Highways</u>          |                        |                       |                          |                          |                    |              |                         |
| 4851 Noticeboards                           | 0                      | 1,100                 | 1,100                    |                          | 1,100              | 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>2,300</u>          | <u>2,300</u>             | <u>0</u>                 | <u>2,300</u>       | <u>0.0%</u>  | <u>0</u>                |
| 4101 Repair/Alteration of Premises          | 24                     | 1,000                 | 976                      |                          | 976                | 2.4%         |                         |
| 4111 Electricity                            | 456                    | 1,092                 | 636                      |                          | 636                | 41.8%        | 91                      |
| 4171 Grounds Maintenance Costs              | 198                    | 500                   | 302                      |                          | 302                | 39.7%        |                         |
| 4850 Grass Cutting Contract                 | 8,687                  | 8,687                 | 0                        |                          | 0                  | 100.0%       |                         |
| Planning & Highways :- Indirect Expenditure | <u>9,366</u>           | <u>11,279</u>         | <u>1,913</u>             | <u>0</u>                 | <u>1,913</u>       | <u>83.0%</u> | <u>91</u>               |
| <b>Net Expenditure</b>                      | <u>(9,366)</u>         | <u>(13,579)</u>       | <u>(4,213)</u>           |                          |                    |              |                         |
| 6000 plus Transfer from EMR                 | 91                     |                       |                          |                          |                    |              |                         |
| <b>Movement to/(from) Gen Reserve</b>       | <u>(9,275)</u>         |                       |                          |                          |                    |              |                         |
| Grand Totals:- Income                       | 0                      | 0                     | 0                        |                          |                    | 0.0%         |                         |
| Expenditure                                 | 9,366                  | 13,579                | 4,213                    | 0                        | 4,213              | 69.0%        |                         |
| <b>Net Income over Expenditure</b>          | <u>(9,366)</u>         | <u>(13,579)</u>       | <u>(4,213)</u>           |                          |                    |              |                         |
| plus Transfer from EMR                      | 91                     |                       |                          |                          |                    |              |                         |
| <b>Movement to/(from) Gen Reserve</b>       | <u>(9,275)</u>         |                       |                          |                          |                    |              |                         |





**Agenda Item: PH1178**

**Committee: Planning & Highways**

**Date: 4/10/2021**

**Title: Replacement bus shelter**

**Report Author: Victoria Onis**

**Purpose of Report:** Committee to agree company to carry these works

**Summary of recommended actions**

**Bus Shelters** – revised quotes to include hardstand installation.

- 1) Replace existing shelter with a 2 bay in existing location / hardstand could be increased from 3m x 1.8m by 50cm if needed.

**Please note** Any time a concrete base is “broken” into to allow the shelter legs to be concrete in, risks the base breaking up. It can be done but cracking of the existing base is a distinct possibility so this would not be something that they could guarantee against.

- 2) Install a new 3 bay hardstand further down but still within the bus stop perimeter.

**Implications**

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

|  |                                      |
|--|--------------------------------------|
| <b><u>Financial</u></b>                        | From Quotes                          |
| <b><u>Legal</u></b>                            | Required permissions to move/install |
| <b><u>Environmental and sustainability</u></b> |                                      |
| <b><u>Crime and disorder</u></b>               | ‘safe’ bus shelter                   |
| <b><u>Climate</u></b>                          |                                      |

**Recommendation 1)** to replace with a 2 bay shelter and increase if necessary.



**Recommendation 2)** To relocate the shelter with a 3 bay.





## Quotes - deliver and install

### Quote 1

#### GW SHELTER SOLUTIONS LTD

3 Bay Shelter 3.93m x 1.375m

2 bay shelter 2.64m x 1.375m - 2 bay will fit on existing hardstand 3m x 1.8m

- \* double front entrance which means the front middle panel will be glazed.
- \* included a full length 3 bay seat, which would sit along the back of the shelter.
- \* both versions of the information case (it is obviously cheaper if you can accommodate the standard size case).

Attached photos of 3 bay flat roof enclosed shelters that have been previously installed



Examples of green roof on a 2 bay cantilever shelter for reference.







| Quotation     |   |                 |   |           |
|---------------|---|-----------------|---|-----------|
| Quote No      | GWQ698b.1   | Date            | 28/09/2021  |           |
| Customer      | Peacehaven Town Council<br>Community House<br>The Meridian Centre<br>Peacehaven, BN10 8BB   | Site Address    | Sutton Avenue<br>o/s Community Centre<br>Peacehaven<br>BN10 7NL |           |
| Contact       | Vicky Onis<br><a href="mailto:admin@peacehaventowncouncil.gov.uk">admin@peacehaventowncouncil.gov.uk</a>  | Delivery Period | 8 weeks from receipt of order                                   |           |
| Item No       | Description   | Qty             | Unit cost   | Total     |
| 1. Shelter    | To supply, deliver and install a FLAT ROOF Arun enclosed shelter to the following specification:  | 1               | £5,729.00   | £5,729.00 |
| 1a            | 3.93m (3 bay) long x 1.375m wide  |                 |   |           |
| 1b            | Steel sandwich composite roof with aluminium surround   |                 |   |           |
| 1c            | 6mm Clear polycarbonate panels  |                 |   |           |
| 1d            | Mid rails   |                 |   |           |
| 1e            | Two front entrances   |                 |   |           |
| 2. Extras     |   |                 |   |           |
| 2a            | 3 bay aluminium seat  | 1               | £375.00   | £375.00   |
| 2b            | Non illuminated single sided information case bespoke sized 630mm x 1200mm  | 1               | £358.00   | £358.00   |
| 2c            | Non illuminated single sided information case standard sized 635mm x 1016mm   | 1               | £278.50   | £278.50   |
| 2d            | Sedum roof  | 1               | £1,300.00   | £1,300.00 |
| 3. Colour     |   |                 |   |           |
| 3a            | Polyester powder coated Green BS218   | inc             |   |           |
| 4. Install    |   |                 |   |           |
| 4a            | For dig into level site at back of path   | inc             |   |           |
| 4b            | Standard give / take traffic management   | inc             |   |           |
| 5. Hardstand  |   |                 |   |           |
| 5a            | To provide new concrete hardstand approximately 4.5m x 1.8m   | 1               | £1,400.00   | £1,400.00 |
| 6. Removal    |   |                 |   |           |
| 6a            | To remove and dispose of existing shelter at time of new installation   | 1               | £150.00   | £150.00   |
| 7. Exceptions |   |                 |   |           |
| 7a            | Out of hours or exceptional working   | exc             |   |           |
| 7b            | Exceptional Traffic management  | exc             |   |           |
|               | <i>Any site specific method statements, risk assessment, permits, opening notices or additional information requested by the customer/contractor are excluded and will be charged extra</i> |                 |   |           |

#### SPECIFIC TERMS & CONDITIONS OF THIS QUOTATION

- Quotation is valid for 30 days
  - Terms of payment - strictly 30 days nett
  - GW Shelter Solutions shelters are to be dug-in to the ground unless otherwise stated (to approximately 350mm)
  - Slopes in excess of 150mm must also be notified
  - Prices are exclusive of VAT and any charges relating to obtaining opening/planning notices & utility plans etc
  - Prices include for standard chapter 8 traffic management, anything extra such as traffic lights will be an extra cost
- Please refer to additional document for full terms and conditions

GW Shelter Solutions Ltd  
28 Woodstock Avenue  
Horndean, Waterlooville  
Hampshire PO8 9TG

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[glen@gwsheltersolutions.co.uk](mailto:glen@gwsheltersolutions.co.uk)  
02392 210052

Registered in England: 11996824 VAT Number: 323 2730 36





| Quotation            |   |                 |   |           |
|----------------------|---|-----------------|---|-----------|
| Quote No             | GWQ698c.1   | Date            | 28/09/2021  |           |
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| Contact              | Kevin Bray<br><a href="mailto:parksofficer@peacehaventowncouncil.gov.uk">parksofficer@peacehaventowncouncil.gov.uk</a>  | Delivery Period | 8 weeks from receipt of order                                   |           |
| Item No              | Description   | Qty             | Unit cost   | Total     |
| <b>1. Shelter</b>    | <b>To supply, deliver and install a FLAT ROOF Arun enclosed shelter to the following specification:</b>   | 1               | £4,540.00   | £4,540.00 |
| 1a                   | 2.64m (2 bay) long x 1.375m wide  |                 |   |           |
| 1b                   | Steel sandwich composite roof with aluminium surround   |                 |   |           |
| 1c                   | 6mm Clear polycarbonate panels  |                 |   |           |
| 1d                   | Mid rails   |                 |   |           |
| 1e                   | Single right front entrance   |                 |   |           |
| <b>2. Extras</b>     |   |                 |   |           |
| 2a                   | 2 bay aluminium seat  | 1               | £309.00   | £309.00   |
| 2b                   | Non illuminated single sided information case bespoke sized 630mm x 1200mm  | 1               | £358.00   | £358.00   |
| 2c                   | Non illuminated single sided information case standard sized 635mm x 1016mm   | 1               | £278.50   | £278.50   |
| 2d                   | Sedum roof  | 1               | £950.00   | £950.00   |
| <b>3. Colour</b>     |   |                 |   |           |
| 3a                   | Polyester powder coated Green BS218   | inc             |   |           |
| <b>4. Install</b>    |   |                 |   |           |
| 4a                   | For dig into level site at back of path   | inc             |   |           |
| 4b                   | Standard give / take traffic management   | inc             |   |           |
| <b>5. Hardstand</b>  |   |                 |   |           |
| 5a                   | To provide new concrete hardstand 3.2m x 1.8m   | 1               | £1,140.00   | £1,140.00 |
| <b>6. Removal</b>    |   |                 |   |           |
| 6a                   | To remove and dispose of existing shelter at time of new installation   | 1               | £150.00   | £150.00   |
| <b>7. Exceptions</b> |   |                 |   |           |
| 7a                   | Out of hours or exceptional working   | exc             |   |           |
| 7b                   | Exceptional Traffic management  | exc             |   |           |
|                      | <i>Any site specific method statements, risk assessment, permits, opening notices or additional information requested by the customer/contractor are excluded and will be charged extra</i> |                 |   |           |
|                      |   |                 |   |           |

## SPECIFIC TERMS & CONDITIONS OF THIS QUOTATION

- 1 Quotation is valid for 30 days
- 2 Terms of payment - strictly 30 days nett
- 3 GW Shelter Solutions shelters are to be dug-in to the ground unless otherwise stated (to approximately 350mm)
- 4 Slopes in excess of 150mm must also be notified
- 5 Prices are exclusive of VAT and any charges relating to obtaining opening/planning notices & utility plans etc
- 6 Prices include for standard chapter 8 traffic management, anything extra such as traffic lights will be an extra cost

Please refer to additional document for full terms and conditions

**GW Shelter Solutions Ltd**  
28 Woodstock Avenue  
Horndean, Waterlooville  
Hampshire PO8 9TG

[www.gwsheltersolutions.co.uk](http://www.gwsheltersolutions.co.uk)  
[glen@gwsheltersolutions.co.uk](mailto:glen@gwsheltersolutions.co.uk)  
02392 210052

Registered in England: 11996824 VAT Number: 323 2730 36



## EXTERNITURE

### Quote 2

## EXTERNITURE

### Footprint sizes of Shelters

2 bay – 1.42 x 2.498m - 2 bay will fit on existing hardstand 3m x 1.8m as the overall length is 2498 x 1420

3 bay – 1.42 x 3.673m - 3 bay would need a hardstand of 4m x 1.8m

3 bay green roof Mono shelter installation, please note that this does not have the front panel or notice board, plus it is a different colour than you have requested but it will give you a feel for the shelter.







## QUOTATION

Peacehaven Town Council  
Peacehaven Town Council  
Community House  
Meridian Centre  
PEACEHAVEN  
Peacehaven  
Sussex  
BN10 8BB  
GBR

**Quotation Date**

29 Sep 2021

**Expiry**

30 Aug 2021

**Account Number**
**Quotation Number**

7525

**Reference**

Sedum Roof shelter

**VAT Number**

256 4018 13

Externiture Ltd  
Unit 3 Daytona Drive  
Thatcham  
Berkshire  
RG19 4ZD  
UNITED KINGDOM  
Tel: 01635 862100

### Manufacture and install 2 bay front entry front exit sedum roof bus shelter

Hi Vicky

As requested please find below quotation to manufacture and install 2 bay front entry front exit sedum roof bus shelter

Installation of 4m x 1.8m concrete base to suit 2 bay shelter

Installation of 3m x 1.8m concrete base to suit 3 bay shelter

2 bay front entry front exit  
Aluminium framed  
RAL 6005 moss green (TBC)  
6mm polycarbonate glazing  
Sedum roof  
Seat

3 bay front entry front exit  
Aluminium framed  
RAL 6005 moss green (TBC)  
6mm polycarbonate glazing  
Sedum roof  
Seat  
DDR board  
DDR board

Removal of existing shelter  
Installation of new

Quotation does not include any permit costs or additional TM requirements

Quotation for requested items only, any additional costs can be quoted separately

| Description | Quantity | Unit Price | VAT | Amount GBP |
|-------------|----------|------------|-----|------------|
|-------------|----------|------------|-----|------------|

| Description   | Quantity | Unit Price | VAT | Amount GBP |
|---|----------|------------|-----|------------|
| Manufacture 2 bay enclosed Sedum roof bus shelter             | 1.00     | 4,950.00   | 20% | 4,950.00   |
| Removal of Existing bus shelter                               | 1.00     | 210.00     | 20% | 210.00     |
| Installation of new bus shelter                               | 1.00     | 975.00     | 20% | 975.00     |
| 8 x A4 poster case  | 1.00     | 303.00     | 20% | 303.00     |
| Manufacture 3 bay enclosed Sedum roof bus shelter             | 1.00     | 5,800.00   | 20% | 5,800.00   |
| Installation of concrete base 1.8m x 3m to suit 2 bay shelter | 1.00     | 2,184.00   | 20% | 2,184.00   |
| Installation of concrete base 1.8m x 4m to suit 3 bay shelter | 1.00     | 2,912.00   | 20% | 2,912.00   |
| Subtotal  |          |            |     | 17,334.00  |
| Total VAT 20%   |          |            |     | 3,466.80   |
| TOTAL £   |          |            |     | 20,800.80  |



**From:** Contracts Management Group <[Contracts.ManagementGroup@eastsussex.gov.uk](mailto:Contracts.ManagementGroup@eastsussex.gov.uk)>  
**Sent:** 21 September 2021 12:17  
**To:** Info @ Peacehaven Council <[info@peacehaventowncouncil.gov.uk](mailto:info@peacehaventowncouncil.gov.uk)>  
**Subject:** Urban Grass Cutting Options 2022

Dear Peacehaven Town Council,

I am writing in relation to the urban grass cutting service for 2022. East Sussex County Council (ESCC) is continuing to offer the same options as last year and would be grateful if you could let us know which option your Council would like to choose for next year.

**Please note, from this year on we will be including an inflationary increase in the prices. This means that what you would pay ESCC for 4 extra cuts or what we would contribute to you to self-deliver will be slightly increased this year and each year going forward.**

This includes the addition of Waterford Close.

**Option 1 - Standard:** Two cuts over the course of a year to be carried out by ESCC at no cost to the Parish/Town Council. Urban grass will be managed for safety purposes only.

**Option 2 – Extra cuts:** Parish/Town Councils may fund an additional four cuts to be carried out by ESCC, totalling six cuts (two standard and four extra) over the course of the year. This would cost the Parish/Town Council a total of £8864 for the year.

**Option 3 – Self delivery:** Parish/Town Councils take on responsibility to deliver all urban grass cutting in their area. This must include a minimum of two cuts over the course of the year. ESCC will not carry out any urban grass cutting in the area. ESCC would pay the Parish/Town Council the sum of £4432 to do this.

It should be noted that any contractor employed must be suitably competent and qualified to work safely on the highway. We also request an agreement to be signed between ESCC and the Parish/Town Council if you opt to self-deliver. Further details are available in the attached document.

I would be grateful if you could indicate which option your Council would like to choose by **20th December**. Please be aware that if we have not heard back by this date, we will default to Option 1 – two standard cuts.

If you require any further information you can contact me at  
[contracts.managementgroup@eastsussex.gov.uk](mailto:contracts.managementgroup@eastsussex.gov.uk).

Best regards,

**| Service Support Officer | Service Development Team**

Contracts Management | Communities, Economy & Transport Department

[Coronavirus \(COVID-19\) – help and support](#)



## Ditchling Parish Council

We do not arrange the cutting of any verges here at Ditchling. ESCC do this, although we did previously pay for additional cuts, this past season the Council choose not to do this. I believe some Parishes have been involved with trials with ESCC in regards to leaving verges to encourage wildlife, so you might find out more information directly from Highways. Details below of the contact.

### **Fenella Lillywhite | Service Support Officer | Service Development Team**

Contracts Management | Communities, Economy & Transport Department

**Email:** [fenella.lillywhite@eastsussex.gov.uk](mailto:fenella.lillywhite@eastsussex.gov.uk) | **Website:** [www.eastsussexhighways.com](http://www.eastsussexhighways.com)

We do not have a climate group or wildlife corridors here.

## Newhaven TC

- Number of verge cuts annually **x9**
- Grass verges cut 'in house' / costs for using independent contractors.

### Independent Contractor

Urban Grass cut and drop x 8 @ £969.00 plus VAT per cut.

Cost £7752.00

Wildflower cut and clear x2 @ £1523.88 plus VAT per cut.

Cost £3047.76

TOTAL COST £10,799.76 plus VAT (£12959.71)

- Grass verges cut by East Sussex Highways and costs **N/A we receive £2600pa from ESCC towards our management expenditure (as above)**
- Cost for having grass cut / grass cuttings collected **All cuts are 'cut and let fly' the arisings with the exception of the Wildflower cuts which are cut, collect and licensed disposal**
- Do you have Wildlife corridors – complaints with spear grass with dogs paws? / Bio-diversity policy related issues **No**
- Do you have a Climate Group/working party **No**

**East Chiltington** the county council carry out the verge cutting just twice a year. We don't get charged.

## **Newick Parish Council**

The number of cuts depends on what the area is used for but verges have 12 cuts per year. I have attached the full specification which the current contract is based on with more detail. That 12 cuts is not one per month, it is



determined by growing season so less in winter, more in summer. Newick Parish Council (NPC) use an independent contractor and retender every 3 years. NPC are a medium sized Parish Council so don't have in house grounds maintenance team. NPC elected to make the decision to take the money from ESCC and take responsibility for all ESCC cutting. ESCC give NPC an annual payment of £686 as compensation. We pay our contractor £3500 to cut the ESCC verges (and £1066 for our playing fields and £2216 for open spaces in the village). Cuttings are not collected, they are cleared off the pavement/road. When NPC compared pricing, collection was significantly more expensive.

We don't have a wildlife corridor but we are surrounded by open countryside. We also have a SANG which is currently managed by the developer, Thakeham Homes. We have an Environment & Recreation team who would look at the retender, contract, specification etc.

We will always have parishioners who believe that grass cutting should be more/less. LDC own some areas in the village and they have left their grass uncut for months which I have frequent complaints about because at over a foot high it does look untidy in an residential setting.

For Newick managing the cutting directly has been beneficial this year because things have grown so quickly that I have been able to ask the contractors to cut places that have grown quicker – so it's been more intuitive. Our neighbours in Chailey have ESCC cut the verges/highway and a number of road junctions became so overgrown that people couldn't safely pull out of the junction – ESCC were not fast at reacting to requests for an urgent cut

## Seaford

Seaford has a square meterage of 155,383 of verges that are maintained by East Sussex Highways.

For the year 2021, ES Highways offered STC the following:

Option 1 - Standard: Two cuts over the course of a year to be carried out by ESCC at no cost to the Parish/Town Council. Urban grass will be managed for safety purposes only.

Option 2 – Extra cuts: Parish/Town Councils may fund an additional four cuts to be carried out by ESCC, totalling six cuts (two standard and four extra) over the course of the year. This would cost the Parish/Town Council a total of £13,900 for the year.

Option 3 – Self delivery: Parish/Town Councils take on responsibility to deliver all urban grass cutting in their area. This must include a minimum of two cuts over the course of the year. ESCC will not carry out any urban grass cutting in the area. ESCC would pay the Parish/Town Council the sum of £6,950 to do this.

For the past 3 years, STC have always gone with option 1.

In 2018 STC approached LDC grounds maintenance contractors Burleys (now ID Verde) to quote for this work, they came back with a cost of £3,573.80 per cut.

At the time this was more expensive than ES Highways, so the decision was to keep as is for the time being.

- Number of verge cuts annually-2
- Grass verges cut 'in house' / costs for using independent contractors.-See above
- Grass verges cut by East Sussex Highways and costs-See above
- Cost for having grass cut / grass cuttings collected-Unknown, but something we'll be looking into
- Do you have Wildlife corridors – complaints with spear grass with dogs paws? / Bio-diversity policy related issues-Local groups are looking into wildlife corridor projects. STC have had 1 complaint about a dog getting grass seed in its poor.
- Do you have a Climate Group/working party-Yes

From: [REDACTED]@lewes-eastbourne.gov.uk>  
Sent: 23 September 2021 11:17  
To: Town Clerk <[townclerk@peacehaventowncouncil.gov.uk](mailto:townclerk@peacehaventowncouncil.gov.uk)>  
Subject: Lewes District Land Availability Assessment - Additional sites

Dear Peacehaven Town Council,

Further to our previous consultation on the sites for consideration in the Lewes District Land Availability Assessment (LAA) in February, I write to advise that a further site in your parish has been submitted to the LAA. Please find attached an updated map of sites in Peacehaven with the site highlighted for ease.

77PT – Land at Lower Hoddern Farm – 0.8ha in size – Consideration for residential development of 12 units.

78PT – Meridian Centre has also been included in the assessment.

As with the previous sites, we would like to invite you to provide us with factual information about these sites, which will assist us in our assessment.

If you wish to make a comment please could you send your response to [ldf@lewes.gov.uk](mailto:ldf@lewes.gov.uk) by Friday 22 October.

If you have any questions about the process, please do not hesitate to contact me using the details below.

Regards,

[REDACTED] MA MRTPI  
Senior Planning Policy Officer  
Lewes District Council and Eastbourne Borough Council

T: [REDACTED]  
[\[REDACTED\]@lewes-eastbourne.gov.uk](mailto:[REDACTED]@lewes-eastbourne.gov.uk)  
[www.lewes-eastbourne.gov.uk](http://www.lewes-eastbourne.gov.uk)



11/11/2020 11:11:11

11/11/2020 11:11:11

11/11/2020 11:11:11



**Call for Sites: Peacehaven**

Scale  
0 100 200 300 400 metres

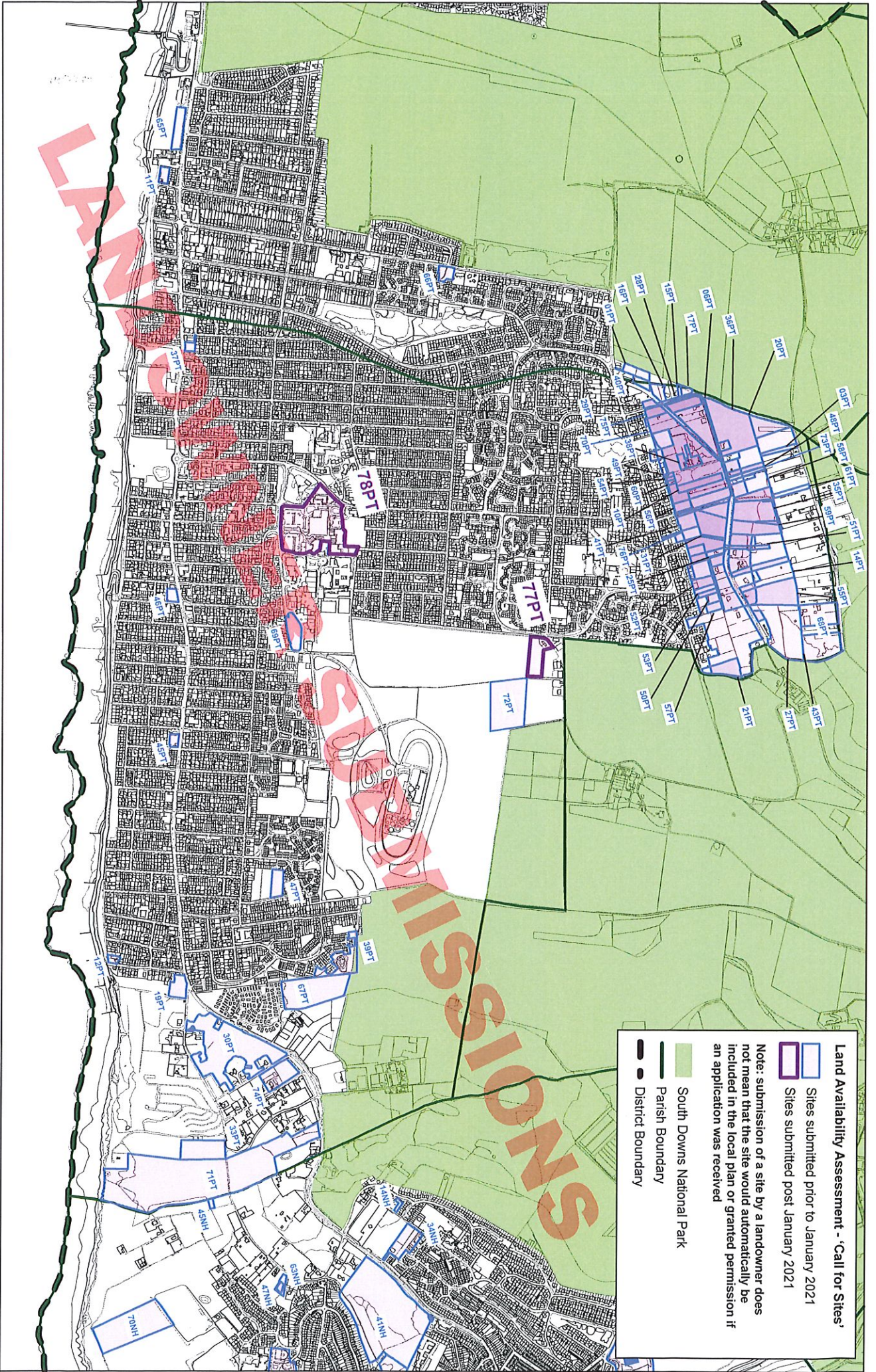
Scale: 1:12000 @ A3  
X: 541742 Y: 101741

**September 2021**



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Lewes District Council  
LA1000152/5 2015



**Land Availability Assessment - 'Call for Sites'**

- Sites submitted prior to January 2021
- Sites submitted post January 2021

**Note:** submission of a site by a landowner does not mean that the site would automatically be included in the local plan or granted permission if an application was received

- South Downs National Park
- Parish Boundary
- District Boundary





Planning & Highways Committee - Action Plan

updated 05/10/2021

| CASE NUMBER | MEETING DATE | TASK  | ACTION   | PERSON RESPONSIBLE       | 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 | Cllr Griffiths noted that ESCC Officers had been asked for a simpler way of filling in evidence forms relating to the Hodderm Farm to Centenary Park footpath 24/9/21  |
| 2           | 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.<br><br>* still waiting for Eric Ware to visit.<br>9/7/21 |                          | <b>Email from Eric Ware 27/8</b> - I will look into getting the lantern spec for the various locations confirmed and then ask the commercial team to give me a price to supply and install, please be aware that my colleague who would advise on the lantern spec is on holiday for a couple of weeks but I will get a response to you as soon as possible.<br><br>5/10 still no updates admin officer has followed up. |
| 4           | 25/08/2021   | replacement bus shelter at sutton Ave   | to decide on expanding the current hard stand or installing a new 3 bay hardstand further down.<br><br>to apply for approval for Bollard installation and apply for consent to make an excavation in the street.   | admin officer            | 01/10/21 Further quotes have been obtained by the Admin Officer, to include installation of a hard stand to accommodate a 3 bay shelter further along or to extend the existing. Quotes will be reported to P&H 12th Oct.<br><br>* email also sent to LDC to understand the procedure if it is decided to relocate the bus shelter. 2 emails sent no response as yet.  |
| 5           | 25/08/2021   | installation of bollards on the coast road  |  | admin officer            | 5/10 Admin Officer is in the process of completing applications for installation and request for S171 excavation Licence to ESCC.  |

