



# **PEACEHAVEN TOWN COUNCIL**

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EAST SUSSEX  
BN10 8BB

28<sup>th</sup> April 2021

Dear Committee Member,

You are summoned to a meeting of the **PLANNING & HIGHWAYS COMMITTEE** which will be held on-line (Zoom) on **Wednesday 5<sup>th</sup> May 2021 at 7.30pm.**

Tony Allen  
Town Clerk

## **A G E N D A**

### **GENERAL BUSINESS**

- 1 PH1072 CHAIR ANNOUNCEMENTS**
- 2 PH1073 TO APPOINT A VICE-CHAIRMAN OF THE COMMITTEE**
- 3 PH1074 PUBLIC QUESTIONS**

There will be a 15 minute period when members of the public may ask questions (which have been submitted in writing to the Admin Officer and received by 12 noon on the day of the meeting) on any matters that affect the Town. *Please email the Town Clerk for access to this on-line meeting.*

- 4 PH1075 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS**
- 5 PH1076 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**
- 6 PH1077 TO ADOPT THE MINUTES FROM THE 27<sup>th</sup> APRIL 2021**
- 7 PH1078 UPDATE FROM CLLR GALLAGHER CHAIR OF THE STEERING GROUP FOR THE NDP**
- 8 PH1079 TO NOTE AND REVIEW THE COMMITTEES BUDGETARY REPORT**
- 9 PH1080 THE DEVELOPERS' LIAISON WORKING PARTY UPDATE**
- 10 PH1081 THE INTERNAL BUSINESS PLAN REPORT verbal update**

**Agenda of the Planning & Highways Committee – Wednesday 5<sup>th</sup> May 2021**

Agenda of the Planning & Highways Committee – Wednesday 5<sup>th</sup> May 2021

**11 PH1082 TO REVIEW THE PURPOSE AND FOCUS OF THE FOLLOWING WORKING PARTIES:-**

- A) Developers Liaison WP
- B) ESCC SLR WP
- C) Rights of Way WP

**12 TO CONSIDER Planning applications as follows:-**

<p><b>PH1083</b> LW/21/0157 92 The Promenade Peacehaven</p> <p><b>Case Officer</b> Rita Burns</p> <p><b>Comments by</b> 24<sup>th</sup> May</p>	<p>Taken off and replace roof with higher ridge, add dormers to east and west elevations to form first floor with balcony facing south, add porch to west elevation and take down and replace garage</p> <p><a href="https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=LW/21/0157">https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=LW/21/0157</a></p>
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**13 TO NOTE the following Planning Application Decisions:-**

<p><b>PH1084</b> LW/20/0719 234 South Coast Road</p>	<p>Demolition of existing garage and erection of part two storey and part single storey rear extension (to include West facing dormers) for the provision of 3 additional residential units, internal works to 2 existing residential units, external redecoration/improvements to existing principal elevation and shop front</p> <p>Lewes DC <b>Refused permission</b> Peacehaven's Planning &amp; Highways Committee <b>objected</b> to this application</p> <p><a href="https://padocs.lewes-eastbourne.gov.uk/my-requests/document-viewer?DocNo=19814084">https://padocs.lewes-eastbourne.gov.uk/my-requests/document-viewer?DocNo=19814084</a></p>
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**Agenda of the Planning & Highways Committee – Wednesday 5<sup>th</sup> May 2021**

<b>PH1085</b> LW/21/0045 50 Cornwall Avenue	<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>Lewes DC <b>Refused Prior Approval</b> Peacehaven's Planning &amp; Highways Committee <b>objected</b> to this application</p> <p><a href="https://padocs.lewes-eastbourne.gov.uk/my-requests/document-viewer?DocNo=19835235">https://padocs.lewes-eastbourne.gov.uk/my-requests/document-viewer?DocNo=19835235</a></p>
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**14 PH1086 TO REVIEW & UPDATE THE P&H ACTION PLAN.**

***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 discussion of the following items.***

**15 PH1087 PRE-PLANNING APPLICATION FOR DISCUSSION**

**DATE OF NEXT MEETING OF THE COMMITTEE TO BE CONFIRMED**







# **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 27<sup>th</sup> April 2021**

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

**Officers:** Michelle Edser (PTC SPO), Victoria Onis (Admin & Meeting 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 PH1054 CHAIR ANNOUNCEMENTS**

The chair welcomed everyone to the meeting.

### **2 PH1055 PUBLIC QUESTIONS**

Resident Mike Gatti asked a question about working parties / developer liaison and Cllr Sharkey confirmed that is on the agenda for next week

### **3 PH1056 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS**

All Committee members were present

### **4 PH1057 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**

Cllr Paul - Planters – as being down on the rota for them

### **5 PH1058 TO ADOPT THE MINUTES FROM THE 6<sup>th</sup> APRIL 2021**

It was resolved to adopt the minutes as true record.

### **6 PH1059 UPDATE FROM CLLR GALLAGHER CHAIR OF THE STEERING GROUP FOR THE NDP**

- A meeting was held with Consultants from AECOM and Andrew Coleman from the University of Brighton concerning the Strategic Environmental Assessment.
- The SEA is going to be a very important document for Peacehaven. This report is the Scoping Report and detailed work will now commence in respect of the Environmental impacts of development.
- AECOM are also completing the Housing Needs Assessment which will be evidence of the type of housing needed in Peacehaven, rather than the number. This work will take 12 weeks, allowing for some consultation to take place
- Communication improvements, Non-technical Newsletter and Pamphlets.
- Next steering group meeting Thursday 13<sup>th</sup> May 2021

**7 PH1060 TO NOTE AND REVIEW THE COMMITTEES BUDGETARY REPORT**

The circulated report was noted

**8 PH1061 THE DEVELOPERS' LIAISON WORKING PARTY UPDATE**

Circulated report was noted.

**9 PH1062 TO DISCUSS AND NOTE THE INTERNAL BUSINESS PLAN REPORT**

Circulated report was noted.

Cllr Sharkey noted that it would be a benefit to try and work towards sponsorship for the Towns planters, Cllr White suggested contacting the Chamber of Commerce

**10 PH1063 TO NOTE THE PLANTERS ON THE A259**

The circulated report from the Parks Officer was noted and discussed.

After discussion it was noted that there are some additions to the list and some Planters have since been removed due to rot.

- The Boat on the South Coast Road is missing from the list
- Plastic planters on the railings have been removed.
- The Planter by the Havens Doctors Surgery has been removed.

The planters and maintenance were discussed.

- The Planters are not lined so the water goes straight through and not retaining water in the summer.
- If the planters are lined, the planters are then waterlogged in the winter.
- The need for drought hardy plants/bulbs.

It was resolved to replace the planters with recycled plastic timber, ideally from a local supplier and investigate water retention/drought hardy plants.

**Proposed** Cllr Paul

**Seconded** Cllr Harris

**All in favour**

It was proposed to also re paint the boat situated on the South Coast Road.

**Proposed** Cllr Seabrook

**Seconded** Cllr Harris

**All in favour**

**11 PH1064 ITEM OF CORRESPONDENCE REGARDING THE CLOSURE OF RODERICK AVENUE NORTH & VALLEY ROAD TO HGV'S'**

The correspondence was discussed, and it was agreed that the SPO/Admin Officer will respond to the Resident.



**12 PH1065 TO DISCUSS APPEAL DECISION RELATING TO THE PUBLIC FOOTPATH AT CISSBURY AVENUE**

Cllr Griffiths would like to propose a thank you letter to Peter Seed, for his hard work to try and get the footpath registered and following through to appeal.

**Proposed** Cllr Griffiths

**Seconded** Cllr Seabrook

All in favour

**13 TO CONSIDER Planning applications as follows:-**

<p><b>PH1066</b> LW/21/0172 73 Ashington Gardens, Peacehaven</p> <p><b>Case Officer</b> James Emery</p> <p><b>Comments by</b> Date requested from LDC, it was confirmed that no response is required as this is a Lawful Development Application</p>	<p>Change of use from C3(a) dwelling house occupied by a single family to C3(b) a single household for six persons and receiving care for people with learning disabilities or mental health problems., Internal works to facilitate the change of use including adapted building services, forming partitions, and installing new en-suite shower rooms to the six proposed bedrooms. In-fill of the existing garage door opening as shown to proposed drawings and install of new window to front elevation. New Velux type roof window to the front roof slope. New wastewater connections to existing drainage on site. Renewal of internal finishes.</p> <p><a href="https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=LW/21/0172">https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=LW/21/0172</a></p> <p>This application was noted</p> <p><b>Comments</b> The SPO will respond to the Residents concerns which have been sent to the Town Council.</p>
<p><b>PH1067</b> LW/21/0171 66A Telscombe Road Peacehaven</p> <p><b>Case Officer</b> Tom Bagshaw</p> <p><b>Comments by</b> Date requested from LDC, it was confirmed that no response is required as this is a Lawful Development Application</p>	<p>Change of use from C3(a) dwelling house occupied by a single family to C3(b) a single household for six persons and receiving care for people with learning disabilities or mental health problems. Internal works to facilitate the change of use including adapted building services, forming partitions and installing new en-suite shower rooms. Infill of the existing garage door opening as shown to proposed drawings and install of new window to front elevation. New waste water connections to existing drainage on site. Renewal of internal finishes</p> <p><a href="https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=LW/21/0171">https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=LW/21/0171</a></p> <p>This application was noted</p>

## Minutes of the meeting of the Planning & Highways Committee – Tuesday 27<sup>th</sup> April 2021

### 14 TO NOTE the following planning applications:-

<b>PH1068 LW/20/0737</b> 10 Chene Road Peacehaven  Case Officer Julie Cattell	<b>Installation of boundary fence and gates (retrospective) together with raised patio, partially on pre-existing embankment, together with new retaining wall and new pergola structure.</b>  The above application, which you submitted comments on, will be considered by the LDC Planning Applications Committee on <b>Wednesday 21 April 2021</b> starting at <b>4pm</b> .
<b>PH1069 LW/21/0257</b> Lower Hoddern Farm Hoddern Farm Lane Peacehaven  Case Officer Tom Bagshaw	<b>Amendment to Schedule 4 Clause 7.1 and 8.1.1 of Section 106 relating to application LW/17/0226</b>  <a href="https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=LW/21/0257">https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=LW/21/0257</a>

### 15 TO NOTE the following Planning Application Decisions:-

<b>PH1070 LW/21/0085</b> 21 Slindon Avenue Peacehaven	<b>Planning Application for 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 facade.</b>  Lewes DC <b>Grants permission</b> Peacehaven's Planning & Highways Committee supported this application
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### 16 PH1071 TO REVIEW & UPDATE THE P&H ACTION PLAN.

At the Committee meeting on the 6<sup>th</sup> April, it was proposed at item PH1046 to write to the local MP regarding the National process for planning application consultations and use of reserved matters, procedures. After much deliberation it was decided by Cllr Sharkey and the SPO that it would not be a good use of the MP's time to take this further.

### DATE OF NEXT MEETING OF THE COMMITTEE 5<sup>TH</sup> MAY 2021

There being no further business, the meeting closed at 20.10



	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>200 Planning &amp; Highways</b>							
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	0	1,000	1,000		1,000	0.0%	
4111 Electricity	0	1,092	1,092		1,092	0.0%	
4171 Grounds Maintenance Costs	0	500	500		500	0.0%	
4850 Grass Cutting Contract	8,687	8,687	0		0	100.0%	
Planning & Highways :- Indirect Expenditure	<u>8,687</u>	<u>11,279</u>	<u>2,592</u>	<u>0</u>	<u>2,592</u>	<u>77.0%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(8,687)</u>	<u>(13,579)</u>	<u>(4,892)</u>				
Grand Totals:- Income	0	0	0			0.0%	
Expenditure	8,687	13,579	4,892	0	4,892	64.0%	
<b>Net Income over Expenditure</b>	<u>(8,687)</u>	<u>(13,579)</u>	<u>(4,892)</u>				
<b>Movement to/(from) Gen Reserve</b>	<u>(8,687)</u>						



**Agenda Item:** PH1080  
**Committee:** Planning & Highways  
**Date:** 5<sup>th</sup> May 2021  
**Title:** Developers' Liaison Working Party  
**Report Author:** Cllr I Sharkey  
**Purpose of Report:** To consider the future of the WP

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### **Summary of recommended actions**

1. We disband the working party  
OR
2. We continue with the working party

### **Introduction**

All working parties have been asked to review their function and either disband or become Task and Finish groups.

### **Background**

The DL Working party has been meeting for about 6 months and is made up of 7 councillors. The SPO and 1 member of the public.

### **Analysis**

The DLWP was suggested some time ago after a number of areas of concern regarding the Chalkers Rise estate and related CIL commitments were raised at a few P&H meetings. The idea was to keep an eye on such developments and raise these concerns with Barratts, LDC or ESCC when needed.

At the time we had not employed the SPO but now she is in role and does have regular contact with Barratts, B&H busses, LDC and ESCC regarding many of these issues. In addition, Cllr Collier set up a group with links to LDC that does over-lap to some extent with this group.

For these reasons, it may be that we decide to abandon the group.

It was intended that other developments would also need to be scrutinised although so far, no large ones have started. Webbs Yard and the Sussex Coaster will likely be next. We should, as a committee, keep an eye on these and perhaps keep a log of any residents' complaints and concerns about them. It may well be that email communications between officers here and at Lewes will be all that's needed to resolve most issues or a task and finish group if one of the large developments does seem to be in need of more discussions.



### Implications

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

<u>Financial</u>	N/A
<u>Legal</u>	N/A
<u>Environmental and sustainability</u>	N/A
<u>Crime and disorder</u>	N/A
<u>Climate</u>	N/A

### Appendices/Background papers

None

<b>Agenda Item:</b>	<b>PH 1082</b>
<b>Committee:</b>	<b>Council</b>
<b>Date:</b>	<b>20<sup>th</sup> April 2021</b>
<b>Title:</b>	<b>Review of Working Parties</b>
<b>Report Author(s):</b>	<b>Town Clerk</b>
<b>Purpose of Report:</b>	<b>To introduce measures to bring in tighter controls</b>

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## **Introduction**

Working Parties are set up by Council/Committees to perform a specific task and report back. They have no authority themselves to make decisions nor to spend money.

Inevitably, some WP's try to morph into quasi-Committees as they take on a life of their own and this brings into question the need for their greater control and better understanding of their purpose.

In some cases, it is proving difficult to keep WP's on track as they try to 'Save the World' rather than focus on Peacehaven Town Council. We must fully understand the Powers & Duties of Town/Parish Councils. See attached appendix.

## **Background**

With the exception of the Climate Change WP, the greater focus of all other WP's is about things in the Community that we don't have direct control over and therefore have to work through other agencies.

The Climate Change working party makes recommendations to all other committees and Council.

WP's can include various Councillors, subject matter experts and members of the public, including young adults (when possible).

## **Conclusions**

Current loss of direction in some cases is about the lack of discipline and focus of some WP's and the parent Committee's monitoring of its WP.

WP's can become inappropriate, unwieldy and ineffective if they detract from their intended purpose. The role and structure of WP's needs to be reviewed.

## **Recommendations**

1. Existing WP's should be redefined as "Task and Finish Groups" (TFG's) by their parent Committee, with very clear and time limited tasks. TFG is a model adopted by many other Councils and recommended by the SLCC.
2. TFG do not progress Committee/Council business.
3. The TFG's purpose must be set out in the minutes of the meeting where it was created. The committee responsible should set SMART targets for the TFG. i.e. Specific, measurable, achievable, realistic and time bound.
4. Each committee should have ONE TFG.
5. Membership of the TFG can be flexible to meet the needs of each task.
6. The TFG will only convene when there is a task to be completed.
7. TFG's do not need a formal agenda and minutes and only have Officer input when needed.

8. Brief notes of TFG meetings can be made by anyone attending. (using a predefined template)
9. Members of the public can be included in TFG activities and meetings where appropriate.
10. TFG's have no financial authority.
11. TFG's have no authority to make resolutions.

### **Implications**

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

<b><u>Financial</u></b>	Tighter controls will help to ensure that WP/TFG make no unauthorised expenditure.
<b><u>Legal</u></b>	Tighter controls will help to ensure that WP/TFG work within the Council's Powers & Duties.
<b><u>Health &amp; Safety</u></b>	Road Safety WP/TFG. ESCC SLR Forum
<b><u>Planning</u></b>	Developer Liaison WP/TFG sits under the Planning Committee. The Hub WP/TFG. NDP Steering Group
<b><u>Environmental and sustainability</u></b>	Howard Park WP/TFG
<b><u>Crime and disorder</u></b>	WP/TFG for CCTV, road safety, etc.
<b><u>Social value</u></b>	Community Events, Youth, Libraries & History WP's/TFG
<b><u>Climate</u></b>	Climate Change Emergency WP/TFG sits under Council



## Powers and Duties of Parish Councils

FUNCTION	POWERS AND DUTIES	STATUTORY POWERS
<b>Agency Arrangements</b>	Power to arrange for the discharge of functions by another local authority	Local Government Act 1972 s.101
<b>Allotments</b>	Powers to provide allotments Duty to provide allotment gardens if demand unsatisfied	Small Holdings Allotments Act 1908 ss 23, 26 and 42
<b>Archives</b>	Power to make records held available to the public and support local archives	Local Government (Records) Act 1962, ss1 and 4
<b>Baths and Washhouses:</b>	Power to provide public baths and washhouses	Public Health Act 1936 ss 221, 222, 223 and 227
<b>Borrowing</b>	Power to borrow money for statutory functions	Local Government Act 1972 Sch. 13
<b>Burial Grounds, Cemeteries and crematoria*</b>	Power to acquire and maintain	Open Spaces Act 1906, ss 9 and 10: Local Government Act 1972, s 214
	Power to provide	Local Government Act 1972, s.214
	Power to agree to maintain monuments and memorials	Parish Council and Burial Authorities (Miscellaneous Provisions) Act 1997, s. 1
	Power to contribute towards expenses of cemeteries	Local Government Act 1972
<b>Bus Shelters</b>	Power to provide and maintain	Local Government (Miscellaneous) Act 1953 s.4
<b>Bye Laws</b>	Power to make bye-laws for public walks and pleasure ground	Public Health Act 1875, s 164
	Cycle Parks	Road Traffic Regulation Act 1984 s.57 (7)
	Swimming pools, bathing places, baths and washhouses	Public Health Act 1936, s 223

	Open Spaces and Burial Grounds	Open Spaces Act 1906 ss 12 and 15
	Mortuaries and post-mortem rooms	Public Health Act 1936 s. 198
	Public Bathing	Public Health Act 1936 s. 231
	Hiring of pleasure boats in parks and pleasure grounds	Public Health Amendments Act 1907, s 44(2); Public Health Act 1961, s54
<b>Charities</b>	Duty to receive accounts of parochial charities	Charities Act 1960, s 32
	Power to appoint trustees of parochial charities	Charities Act 1993, s 79
<b>Clocks*</b>	Power to provide public clocks	Parish Councils Act 1957,s 2
<b>Closed Churchyards</b>	Powers (and sometimes duty) as to maintain	Local Government Act 1972, s.215
<b>Commons Land and Common Pastures</b>	Powers in relation to inclosure as to regulation and management and as to providing common pasture	Inclosure Act 1845; Local Government Act 1984, s 8(4); Smallholding and Allotments Act 1908, s.34
	Power to protect unclaimed common land from unlawful interference	Commons Registration Act 1965,s.9
	Power to manage commons and village greens under a district council scheme	Commons Act 1899, ss 4 & 5
<b>Conference facilities</b>	Power to provide and encourage the use of facilities	Local Government Act 1972, s.144
<b>Consultation</b>	Right to be consulted by principal councils if directed by Secretary of State (England) or by Welsh Assembly (Wales)	Local Government and Rating Act 1997, s21; Local Government Act 1972, s 33A
<b>Community Centres and Village Halls</b>	Power to provide and equip premises for use of clubs having athletic, social or educational objectives	Local Government (Miscellaneous Provisions) Act 1976, s.19

<b>Crime Prevention</b>	Powers to spend money on various crime prevention measures	Local Government and Rating Act 1997, s 31
	Power to (a) install equipment, (b) establish schemes and (c) assist others in so doing for the prevention of crime	Local Government and Rating Act 1997, s 31
<b>Delegated Functions</b>	<p>Power to assume a function delegated by another authority</p> <p>Power to ensure effective discharge of Council functions</p> <p>Power to employ someone to carry out Council functions</p>	Local Government Act 1972ss. 101, 111 and 112
<b>Drainage</b>	Power to deal with ponds/ditches	Public Health Act 1936, s. 260
<b>Education</b>	Right to appoint governors of primary schools	School Standards and Framework Act 1988, para 15 of Sch.10
<b>Entertainment and the Arts*</b>	Provision of entertainment and support of the arts	Local Government Act 1972,s145
<b>Environment</b>	Power to act for the benefit of the community by tackling and promoting awareness of environmental issues	Local Government Act 1972,ss 111 and 137
<b>Flagpoles</b>	Power to erect flagpoles in highways	Highways Act 1980, s 144
<b>"Free Resource"</b>	Power to incur expenditure not otherwise authorised on anything which in the council's opinion is in the interests of the area or part of it or all or some of the inhabitants	Local Government Act 1972,s139
<b>Gifts</b>	Power to accept	Local Government Act 1972 s139
<b>Highways</b>	Power to repair and maintain footpaths and bridleways	Highways Act 1980, ss 43 and 50
	Power to light roads and public places	Parish Councils Act 1957 s 3: Highways Act 1980, s 301: Local



		Government Act 1972,Sched. 14 para 27
	Provision of litter bins	Litter Act 1983, 5 and 6
	Power to provide parking places for vehicles, bicycles and motorcycles	Road Traffic Regulation Act 1984, ss 57 and 63
	Power to enter into an agreement as to dedication and widening	Highways Act 1980. ss 30 and 72
	Power to provide roadside shelters, and omnibus shelters	Parish Councils Act 1957, s 1
	Consent of Parish Council required for ending maintenance of highway at public expense, or for stopping up or diversion of highway	Highways Act, 1980 ss 47 and 116
	Power to complain to District Council as to protection of rights of way and roadside waste	
	Power to provide traffic signs and other notices	Highways Act 1980, s 130
	Power to plant trees, etc., and to maintain roadside verges	Road Traffic Regulation Act 1984, s 72; Countryside Act 1968
	Power to complain to local highway authority that a highway is unlawfully stopped up or obstructed	Highways Act 1980, s 96
	Power to prosecute for unlawful ploughing of a footpath or bridleway	Highways Act 1980, s 130 Highways Act 1980, s 134
<b>Investments</b>	Power to participate in schemes of collective investment	Trustee Investments Act 1962,s11
<b>Land</b>	Power to acquire land by agreement, to appropriate land and to dispose of	Local Government Act 1972, ss 124, 126 and 127
	Power to accept gifts of land	Local Government Act 1972s139

	Power to acquire land by compulsory purchase	Local Government Act 1972, s 125
	Power to obtain particulars of persons interested in land	Local Government (Miscellaneous Provisions) Act 1976, s 16
	Power to acquire land for or to provide recreation grounds, public walks, pleasure grounds and open spaces and to manage and control them	Public Health Act 1875, s 16;; Local Government Act 1972, Sched. 14, para 27; Public Health Acts Amendment Act 1980, s 44; Open Spaces Act 1906, ss 9 and 10; Local Government (Miscellaneous Provisions) Act 1976, s 19
<b>Lighting</b>	Power to light roads and public places	Parish Councils Act 1957, s Highways Act 1980, s 301
<b>Litter* and dog fouling</b>	Provision of receptacles Obligated to keep own land free of litter and dog faeces	Litter Act 1983, ss 5 and Environmental Protection Act 1990; Litter (Animal Droppings) Order 1991
<b>Lotteries</b>	Power to promote	Lotteries and Amusements Act 1976, s 7
<b>Mortuaries and post-mortem rooms</b>	Powers to provide mortuaries and post-mortem rooms	Public Health Act 1936, s 198
<b>Nature Reserves</b>	Power to designate statutory to the nature reserves and marine nature reserves - English Nature can designate sites of specific scientific interest	National Parks and Access Countryside Act 1949, ss 15, 16 and 21; The Wildlife and Countryside Act 1982, ss 36 and 39 and Sched.12
	Powers to make management agreements with landowners and the English Nature to manage council-owned reserve land as a nature reserve	
<b>Nuisances</b>	Power to deal with offensive ditches, ponds and gutters	Public Health Act 1936, s 260
<b>Open Spaces</b>	Power to acquire land and maintain	Public Health Act 1875, s 164; Open Spaces Act 1906, ss 9 and 10; Commons Act 1899
	Power to acquire land for or to	Public Health Act 1875, s 164;



	provide recreation grounds, public walks, pleasure grounds and open spaces, and to manage and control them.	Local Government Act 1972, Sched 14, para 27; Public Health Acts Amendment Act 1980, s 44; Open Spaces Act 1906, ss 9 and 10; Local Government (Miscellaneous Provisions) Act 1976, s 19.
<b>Parish Property and Records</b>	Powers to direct as to their custody	Local Government Act 1972, s226
<b>Parking Facilities</b>	Power to provide parking places for motor vehicles, motorcycles and bicycles	Road Traffic Regulation Act 1984, ss 57 and 63
<b>Planning</b>	Right to be notified of and power to respond to planning applications	Town and Country Planning Act 1990, Sched. 1 para 8; Local Government Act 1972, Sched. 15 para 20.
<b>Postal and telecommunications facilities</b>	Power to pay the Post Office, British Telecommunications or any other public telecommunications operator any loss sustained in providing post or telegraph office or telecommunications facilities	Post Office Act 1954, s 51; Telecommunications Act 1984,s97
<b>Public Buildings and Village Halls</b>	Power to provide buildings for offices and for public meetings and assemblies	Local Government Act 1972 s 133
<b>Public Conveniences</b>	Power to provide	Public Health Act 1933, s 87
<b>Public Enquiries</b>	Power to make representations at public enquiries	Local Government Act 1982, s222
<b>Publicise functions</b>	Power to publicise council and local authority functions	Local Government Act 1982, s. 142
<b>Raising of Finances</b>	Power to raise money through them precept	Local Government Act 1982, s150
<b>Records</b>	Power to collect, exhibit and purchase local records	Local Government Act Records) Act 1962 ss 1 and 2
<b>Recreation*</b>	Power to acquire land for or to provide recreation grounds, public walks, pleasure grounds,	Public Health Act 1875, s 164; Local Government Act 1972, Sched 14 para 27; Public Health

	and open spaces and to manage and control them.  Power to provide gymnasiums, playing fields, holiday camps	Acts Amendment Acts 1890, s 44; Open Spaces Act 1906, ss 9 and 10; Local Government (Miscellaneous Provisions) Act 1976, s 19; Commons Act 1899
	Provision of boating pools	Public Health Act 1962, s 54
<b>Seats and Shelters*</b>	Power to provide roadside seats and shelters	Parish Councils Act 1957, s 1
<b>Tourism*</b>	Power to contribute to the encouragement of tourism	Local Government Act 1972, s. 144
<b>Town and Country Planning</b>	Right to be notified of planning applications	Town & Country Planning Act 1990, Sched. 1 para 8
<b>Town Status</b>	Power to adopt town status	Local Government Act 1972, ss 245 and 245B
<b>Traffic Calming</b>	Power to contribute financially to traffic calming schemes	Local Government and Rating Act 1997, s 26
<b>Training</b>	Power to train Councillors	Local Government Act 1972. s175.
<b>Transport*</b>	Power to (a) establish car sharing schemes (b) make grants for bus services, (c) provide taxi-fare concessions; (d) investigate public transport, road use and needs; (e) provide information about public transport services  Community Transport Schemes	Local Government and Rating Act 1997, s 26-29
<b>Village greens</b>	Power to maintain, to make bylaws for and to prosecute for interference with village greens	Open Spaces Act 1906, s 15 Inclosure Act 1857, s 12, Commons Act 1876, s 29
<b>War Memorials</b>	Power to maintain,, repair, protect and adapt war memorials	War Memorials (Local Authorities Powers) Act 1923, s 1 as extended by Local Government Act 1948, s 133
<b>Water Supply</b>	Power to utilise well, spring or stream and to provide facilities for obtaining water there from.	Public Health Act 1936, s 125



Where a function is marked with an asterisk \*. A council also has the power to give financial assistance to another person or body performing the same function.

NB: Please note that this is a guide to the powers and duties of Parish Councils and does not necessarily represent a comprehensive list of all powers and duties.

Planning & Highways Committee - Action Plan					updated 05/03/21	
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	Clr Griffiths requested help from other councillors filling in evidence forms (extend of usage prior to 2005)	Clr Griffiths - ongoing	consultation progressing for the concrete path	
2	10/11/2020	Clr White referred to the East Sussex Local Cycling & Walking Infrastructure Plan Public Consultation 2020. Clr Seabrook noted that a response from Council was appropriate; Clerk to facilitate this. Clr 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	<ul style="list-style-type: none"><li>• report submitted by Parks Officer to be discussed 28/4</li></ul>	
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 / Road Safety WP	<ul style="list-style-type: none"><li>• ongoing - admin officer responding to residents as and when needed.</li><li>• Discussed at the Road Safety WP with traffic Officer Steve O'Connell - report to be submitted to P&amp;H 13/7</li></ul>	
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 / Marketing Officer	<ul style="list-style-type: none"><li>• two planters have been purchased from the front yard company - received</li><li>• waiting for approval of new license from ESCC</li><li>• Admin officer has followed up, waiting for response.</li><li>• ESCC have inspected the area and are concerned about a few things. The Communications Officer has responded and we are waiting for update.</li></ul>	
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.	
7	05/04/2021	National process for planning application consultations and use of reserved matters, associated ones.	Letter to the WP	Clr Sharkey & the SPO	After much collaboration it was decided by Clr Sharkey and the SPO that it would not be a good use of the MP's time to take this further	

