



# **PEACEHAVEN TOWN COUNCIL**

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**DRAFT Minutes of the meeting of the Planning & Highways Committee held in the main hall, Community House, at 7.30pm on Tuesday 23<sup>rd</sup> November 2021**

**Present;** Cllr A Milliner (Chair), Cllr D Seabrook (Vice Chair), Cllr R White, Cllr G Hill, Cllr J Harris, Cllr A Goble, Cllr C Gallagher.

**Officers;** A Allen, Town Clerk, V Onis, Admin & Meetings Officer.

**Public;** 67 members of the public were present.

## **1. PH1206 CHAIR ANNOUNCEMENTS**

The Chairman welcomed everyone to the meeting and related the housekeeping information and the rules of conduct for the meeting.

## **2 PH1207 PUBLIC QUESTIONS**

### **i) PUBLIC REPRESENTATIONS RE APPLICATION FOR 1 BRAMBER AVENUE LW/21/0803**

A number of members of the public spoke against approval of this application, covering the following points:-

- Previous Town Council policy has been in support of nursing/older people homes, which are much needed in the Town.
- Parking at the site is inadequate for the proposed new use of this building.
- Concerns regarding the safety of residents and responsibility for any incidents.
- The MP has stated that he is not in favour of this application.
- A petition against the application now has over 1400 signatures.
- No Police station or Police presence in Peacehaven.
- Not an appropriate location for the proposed new use of this building.
- High re-offending levels.
- Peacehaven does not afford a structured place for the integration of ex-offenders.
- Problems have occurred with similar set-ups in other areas.

### **ii) OTHER PUBLIC QUESTIONS**

There were no other public questions.

## **3 PH1208 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS**

It was resolved to accept apologies from Cllr I Sharkey, Cllr S Griffiths, and Cllr D Paul. Cllr C Gallagher to substitute for Cllr Paul.

## **4 PH1209 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**

There were no declarations of interests.

## **5 PH1210 TO ADOPT THE MINUTES FROM THE 12<sup>th</sup> OCTOBER AND THE 2<sup>ND</sup> NOVEMBER 2021**

It was resolved to adopt these two sets of minutes as a true record of the meetings.

**6 PH1211 TO RECEIVE AN UPDATE FROM CLLR GALLAGHER CHAIR OF THE STEERING GROUP FOR THE NDP**  
Cllr Gallagher reported that the Draft NDP had been approved by both Town Council's and that the Plan will now go out for consultation, including a six-week public consultation to start in the third week of January 2022. It was noted that the NDP Design Guides are now being used by LDC in determining planning applications. Cllr Gallagher reported on the reformation of the NDP Steering Group in order to manage the Plan's progress to completion.

**7 PH1212 TO NOTE AND REVIEW THE COMMITTEES BUDGETARY REPORT**

The Committee's finance report was received and noted.

Cllr Milliner stated that he will be meeting with the Finance Officer to discuss the Committee's budget for 2022/23.

**8 TO AGREE AND MAKE RECOMMENDATIONS ON THE FOLLOWING PLANNING APPLICATIONS:-**

<b>PH1213</b> LW/3445/CC Peacehaven Youth Centre Roderick Ave Peacehaven	<u>Temporary change of use from Class E(f) day centre to mixed use Class E(f) &amp; F1(d) Library.</u>  <b>Peacehaven Town Council recommends <u>REFUSAL</u> of this request for change of use, for the following reasons:-</b> <ul style="list-style-type: none"><li>• There is no sound reason to move the library from its current location. There will be plenty of warning should a new developer come on the scene, and it is usual for developers to make amicable arrangements for existing users</li><li>• The current facilities are far superior to the inadequate facilities at the Joff</li><li>• Access for people with disabilities at the Joff is poor</li><li>• No proper detailed plans have been submitted. Information provided is confusing.</li><li>• The proposed layout at the Joff is not sensible and is unworkable. There would be virtually no room for the public when all members of the library staff are on site. It is much too small</li><li>• Parking at the Joff site is poor</li><li>• There is no suitable pedestrian access to the Joff. Current access is dangerous for pedestrians</li><li>• There is no suitable ventilation in the area of the Joff proposed for library use</li><li>• Moving the library to the Joff would represent yet another degrading of public services in Peacehaven</li></ul>
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**Minutes of the Planning & Highways Committee - Tuesday 23<sup>rd</sup> November 2021**

<p><b>PH1214</b> LW/21/0803 1 Bramber Avenue Peacehaven East Sussex BN10 8LR</p>	<p><u>Removal of Condition 1 of E/68/0850 and condition 2 of E/71/0883</u></p> <p><b>Peacehaven Town Council recommends <u>REFUSAL</u> of this request to remove these Conditions, for the following reasons:-</b></p> <ul style="list-style-type: none"> <li>• Absence of car parking facilities and provision for pedestrians, wheelchairs and prams</li> <li>• Increase of traffic &amp; congestion</li> <li>• Exacerbate existing parking problems</li> <li>• Parking &amp; highway safety issues</li> <li>• Local drainage needs to be improved</li> <li>• The Housing Needs Assessment, recently produced for the Town's Neighbourhood Development Plan, clearly shows an existing and increasing need for older people's homes</li> <li>• There should not be an 'open' class of use for this property; the owners should have to apply for a change of use for specific purposes</li> <li>• The property concerned is not in a suitable location for the proposed rehabilitation of offenders, as there is not the structured environment for this purpose</li> <li>• The Town Council requests that this application is called into the LDC Planning Committee for consideration</li> </ul>
<p><b>PH1215</b> LW/21/0853 7 Horsham Avenue Peacehaven</p>	<p><u>Demolition of the existing bungalow and detached garage and erection of 2no 3-bedroom detached bungalows</u></p> <p><b>Peacehaven Town Council recommends <u>REFUSAL</u> of this application, for the following reasons:-</b></p> <ul style="list-style-type: none"> <li>• Back garden/creeping development</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> <li>• Inadequate local infrastructure - including A259, surgeries, school</li> <li>• Detrimental Effect on local character - surrounding area included</li> <li>• Density of layout &amp; over development - too large for plot</li> <li>• Increase of traffic &amp; congestion</li> <li>• Local drainage needs to be improved - not really for us, but sometimes there is problem if the drain goes under the neighbour's garden or path</li> </ul>



**Minutes of the Planning & Highways Committee - Tuesday 23<sup>rd</sup> November 2021**

	<ul style="list-style-type: none"> <li>No detailed building information to prove compliance with the Peacehaven Design Guides and sustainability</li> </ul>
<b>PH1216</b> LW/21/0836 1 Roderick Avenue Peacehaven East Sussex	<u>Single-storey extension to side, insertion of roof lights with alterations to front access.</u>  <b>Peacehaven Town Council recommends <u>APPROVAL</u> of this application.</b>
<b>PH1217</b> LW/21/0798 196 Arundel Road Peacehaven	<u>Erection of 1no. 3-bedroom dormer bungalow adjacent to existing property</u>  <b>Peacehaven Town Council recommends <u>REFUSAL</u> of this application, for the following reasons:-</b> <ul style="list-style-type: none"> <li>No detailed building information to prove compliance with the Peacehaven Design Guides and sustainability</li> <li>Proposed new dwelling is squeezed in at the side of a small house; there is no room for this</li> </ul>
<b>PH1218</b> LW/21/0846 53 Steyning Avenue Peacehaven	<u>Demolition of garage and erection of 1no 2-bedroom two-storey detached dwelling</u>  <b>Peacehaven Town Council recommends <u>REFUSAL</u> of this application, for the following reasons:-</b> <ul style="list-style-type: none"> <li>No detailed building information to prove compliance with the Peacehaven Design Guides and sustainability</li> <li>Proposed new dwelling is squashed into the site; there is no room for this</li> <li>Over development</li> <li>Back garden development</li> </ul>
<b>PH1219</b> LW/21/0837 2 Capel Avenue Peacehaven	<u>Demolition of existing garage and new single storey annexe subservient to existing house</u>  <b>Peacehaven Town Council recommends <u>APPROVAL</u> of this application.</b>
<b>PH1220</b> LW/21/0255 Land north of 50 Cornwall Avenue Peacehaven	<u>Construction of a two-storey building containing 2 two-bedroom flats</u>  <b>Peacehaven Town Council recommends <u>REFUSAL</u> of this application, for the following reasons:-</b> <ul style="list-style-type: none"> <li>No detailed building information to prove compliance with the Peacehaven Design Guides and sustainability</li> </ul>

## Minutes of the Planning & Highways Committee - Tuesday 23<sup>rd</sup> November 2021

	<ul style="list-style-type: none"> <li>Not enough information to make an informed decision. Suggest LDC seeks more detail from the applicant, before assessing this application</li> </ul>
<b>PH1221 LW/21/0722</b> 16-28 Cripps Avenue, Peacehaven	<u>Variation of Condition 1 to reflect updated proposal drawings showing a revised flat block design; Drawing numbers changed to reflect updated proposals</u>  <b>Peacehaven Town Council recommends <u>APPROVAL</u> of this application.</b>
<b>PH1222 LW/21/0775/CD</b> 139 South Coast Road Peacehaven	<u>Approval of Conditions 2 (Material Samples), 3 (Construction Management Plan), 4 (Flood Risk Calculations), 5 (Renewable Energy) and 9 (eV charging) relating to application LW/20/0616</u>  Noted that this was forwarded to PTC by LDC just for noting.
<b>PH1223 LW/21/0813</b> Lower Hoddern Farm, Hoddern Farm Lane, Peacehaven	<u>Reserved matters approval pursuant to condition 28 of hybrid planning permission LW/17/0226 for layout, scale, appearance and landscaping for 58 residential units</u>  <b>Peacehaven Town Council recommends <u>APPROVAL</u> of this application, subject to the developer demonstrating that it has met all Conditions and S.106 payments relating to prior phases of this development.</b>

### 9 The following Planning Application Decisions were noted:-

<b>PH1224 LW/21/0717</b> 79 Malines Avenue, Peacehaven, East Sussex, BN10 7RR,	<b>Lewes DC Grants permission</b> Peacehaven's Planning & Highways Committee supported this application
<b>PH1225 LW/21/0689</b> 191 Roderick Avenue North, Peacehaven, East Sussex, BN10 8BZ,	<b>Lewes DC Grants permission</b> Peacehaven's Planning & Highways Committee supported this application
<b>PH1226 LW/21/0592</b> The Lookout, 4A Mayfield Avenue, Peacehaven, East Sussex, BN10 8PB,	<b>Lewes DC Refused</b> Peacehaven's Planning & Highways Committee supported this application

Minutes of the Planning & Highways Committee - Tuesday 23<sup>rd</sup> November 2021

<b>PH1227</b> LW/21/0410 Land Adjoining 138, Bramber Avenue North, Peacehaven, East Sussex	Lewes DC <b>Grants permission</b> Peacehaven's Planning & Highways Committee Ob- jected to this application
<b>PH1228</b> TW/21/0057/TPO 47 Valley Road Peacehaven  <b>Case Officer</b> Nick Jones	<u>T1 - Sycamore - fell to ground level, T2 - Ash - fell to ground level, T3 Lawson cypress - fell to ground level</u>  <b>Reasons for the Works:</b> Various reasons including concerns surrounding safety, nuisance and structural damage. In pursuance of its powers under the above-mentioned Act and Regulations and the Tree Preservation Order made by the Lewes District Council (hereinafter called 'the Council') on the 17/08/2021, the Council <b>HEREBY CONSENT</b> to the following specified works at 47 Valley Road, Peacehaven, East Sussex, BN10 7UE
<b>PH1229</b> TW/21/0051/TPO 9 The Compts, Peacehaven	To fell the sycamore trees  Lewes DC <b>Refused</b>

**9 PH1205 TO REVIEW & UPDATE THE P&H ACTION PLAN AND AGREE ANY ACTIONS REQUIRED.**

The Committee's Action Plan was received and noted.

**DATE OF NEXT MEETING 14<sup>TH</sup> DECEMBER 2021 AT 7.30 PM**

*There being no further business, the meeting closed at 20:51.*



## **Update on Peacehaven and Telscombe Neighbourhood Development Plan**

### **As of 7<sup>th</sup> December 2021, prepared by Cllr Cathy Gallagher.**

The Draft Plan had been considered in detail and alterations made at two P & H Committee Meetings at both Councils. At PTC Council 9<sup>th</sup> November and TTC Council 17<sup>th</sup> November, the agreement was reached to consult publicly. The Draft Plan and will be made public under Schedule 14 consultation mid Jan 22 to end of Feb 22.

At the public Steering Group meeting 21<sup>st</sup> October 2021, it was agreed that the procedure for meetings and constituents of the Steering Group management would change as the Draft Plan has now been approved.

The Town Clerk of Peacehaven has reviewed the Terms of Reference for the Steering Group and with some alterations it can continue to be used as a Governance document.

It is suggested that the Steering Group now consists of the two Town Clerks and up to 3 Councillors from both Councils. For continuity purposes current Committee Councillors would continue i.e., Cllrs Gallagher, Judd, O'Connor and White. Volunteers to be sought particularly from PTC.

The Peacehaven Town Clerk has obtained confirmation from NALC Senior Solicitor that the correct procedure had been followed by designating the Plan area. Consent having been given by both Town Councils, S61f (2) of the Town and Country Planning Act 1990 is satisfied. Letter dated 15<sup>th</sup> November 2021. Therefore, there are no legal obstacles to prevent either Town Council from proceeding with recommendations from the NP individually or together, within their own Town.

### **Meetings have taken place to continue preparations for SCHEDULE 14 Public Consultations**

#### **17<sup>th</sup> November at 6pm Zoom**

Attendees. Town Clerk Peacehaven, Town Clerk Telscombe, Jim Boot, Nancy Astley, Cllrs David Judd, Cathy Gallagher, Laurence O'Connor

#### **DOCUMENTS TO BE COMPLETED**

1. Housing Needs Assessment (Kerry/Nancy)
2. Strategic Environmental Assessment (Shane/ Jim)
3. Project plan overview which was done by SPO?
4. Green Infrastructure Plan (Nancy/Cathy)

Steering Group website needs review (Gaston/ Cathy/George/Jim/Nancy).

#### **24<sup>th</sup> November at 6pm Zoom Meeting**

Attendees: George White, Gaston Mallia, Jim Boot, Nancy Astley.

Discussion about timings of Press Release around public consultation

Jim shared a copy of consultation document he had done at another parish. Gaston said more questions needed for ours as 2 Towns, a larger more complex plan.

#### **1<sup>st</sup> December at 6pm Zoom Meeting.**

Attendees: Jim Boot, Nancy Astley, Gaston Malia

#### **Gaston to locate a suitable map to cover all the 2 Towns Areas**





## Detailed Income &amp; Expenditure by Budget Heading 03/12/2021

Month No: 8

## 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 &amp; Highways</u>							
4851 Noticeboards	0	1,100	1,100		1,100	0.0%	
4852 Monument & War Memorial	70	600	530		530	11.7%	(530)
4853 Street Furniture	0	600	600		600	0.0%	
Planning & Highways :- Direct Expenditure	<u>70</u>	<u>2,300</u>	<u>2,230</u>	<u>0</u>	<u>2,230</u>	<u>3.0%</u>	<u>(530)</u>
4101 Repair/Alteration of Premises	24	1,000	976		976	2.4%	
4111 Electricity	513	1,092	579		579	46.9%	91
4171 Grounds Maintenance Costs	1,118	500	(618)		(618)	223.6%	920
4850 Grass Cutting Contract	8,687	8,687	0		0	100.0%	
Planning & Highways :- Indirect Expenditure	<u>10,341</u>	<u>11,279</u>	<u>938</u>	<u>0</u>	<u>938</u>	<u>91.7%</u>	<u>1,010</u>
<b>Net Expenditure</b>	<u>(10,411)</u>	<u>(13,579)</u>	<u>(3,168)</u>				
6000 plus Transfer from EMR	480						
<b>Movement to/(from) Gen Reserve</b>	<u>(9,931)</u>						
Grand Totals:- Income	0	0	0			0.0%	
Expenditure	10,411	13,579	3,168	0	3,168	76.7%	
<b>Net Income over Expenditure</b>	<u>(10,411)</u>	<u>(13,579)</u>	<u>(3,168)</u>				
plus Transfer from EMR	480						
<b>Movement to/(from) Gen Reserve</b>	<u>(9,931)</u>						



## PLANNING & HIGHWAYS

### 130 Neighbourhood Plan

4337 Neighbourhood Plan

Neighbourhood Plan: Expenditure

Net Expenditure over Income

### 200 Planning & Highways

4101 Repairs & Alterations

4111 Streetlight Electricity

4171 Grounds Maintenance Costs

4850 Grass Cutting Contract

4851 Noticeboards

4852 Monument & War Memorial

4853 Street Furniture

Planning & Highways: Expenditure

Net Expenditure over Income

PLANNING & HIGHWAYS: Total Expenditure

PLANNING & HIGHWAYS: Total Income

Net Expenditure over Income

	2021/22 Budget	Draft 2022/23 Budget	% Change
	10,000	5,000	-50.0%
	10,000	5,000	-50.0%
	10,000	5,000	-50.0%
	1,000	700	-30.0%
	1,092	1,092	0.0%
	500	500	0.0%
	8,687	8,687	0.0%
	1,100	650	-40.9%
	600	600	0.0%
	600	600	0.0%
	13,579	12,829	-5.5%
	13,579	12,829	-5.5%
	23,579	17,829	-24.4%
	0	0	
	23,579	17,829	-24.4%

Spent £24 this year so far...

We have £650 in EMR & Budget not spent this year so far  
Earmark remaining money this year





Planning & Highways Committee -  
Action Plan

updated 08/12/2021

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 Hoddern Farm to Centenary Park footpath 24/9/21
2	04/01/2021	6 lamposts	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.		<b>3/11 update from Eric Ware</b> - As part of our current process for assessing Highway lighting improvements and to make sure we provide the appropriate guidance on what is required. We need initially to undertake a risk assessment of the locations taking into account the type of road, type and volume of traffic, areas of conflict such as crossing points. Once we have this it can be passed to the lighting engineer for review and comment. I am dealing with a bit of a backlog and will start the process as soon as possible.
4	25/08/2021	replacement bus shelter at sutton Ave	to apply for planning permission to install a new shelter south of the existing shelter.	admin officer	<b>6/12</b> LDC team responsible for the land in Sutton Ave located. Planning application to install a new 3 bay shelter has been submitted by the Admin officer.
5	25/08/2021	installation of bollards on the coast road	to apply for approval for Bollard installation and apply for consent to make an excavation in the street.	admin officer	<b>15/10</b> Application to install bollards has been submitted to ESCC

