**DRAFT Minutes of the meeting of the Planning & Highways Committee held in the Anzac Room, Community House on Tuesday 10th January 2023 at 7.30pm**

**Present:** Cllr Isobel Sharkey (Vice Chair), Cllr David Seabrook (Vice Chair of Council), Cllr Cathy Gallagher, Cllr Sue Griffiths.

**Officers**: George Dyson (Deputy Town Clerk & Civic Officer), Vicky Onis (Committees and Assistant Projects Officer).

1 member of the public was in attendance.

1. **PH1516 CHAIRMAN’S ANNOUNCEMENTS**

The Chair opened the meeting at 19:32, welcomed everyone, went through the building fire procedure, and asked that phones be put onto silent.

1. **PH1517 PUBLIC QUESTIONS**

Mike Gatti informed the Committee that he had submitted the following question by email before the meeting:

“This concerns the Reserved Matters Planning Application LW/22/0687/CD. Specifically the Attenuation Pond, which Barratt's have submitted an application to install low post and rail fence around this pond, which may or may not have a mesh infill. This is generally regarded as not sufficient to prevent accidents. If I remember correctly PTC recommended refusal and requested a proper fence to help safeguard residents especially small children.

This application is still undecided by LDC. Can urge Councillors and PTC to register their objections to this on the LDC planning portal ASAP as to date there is only one objection listed.”

Mr Gatti noted that the Committees and Assistant Projects Officer has already responded to his question by email, but suggested that Councillors could also show support by lodging their own objections on the LDC portal too.

Cllr Seabrook informed the Committee that he had supporting information that demonstrates that the application doesn’t comply with Health and Safety guidance.

1. **PH1518 TO CONSIDER APOLOGIES FOR ANY ABSENCES AND SUBSTITUTIONS**

Apologies were received and accepted from Cllr Milliner, Cllr Paul, and Cllr White.

Cllr Harris was also absent.

1. **PH1519 TO RECEIVE DECLARATIONS OF INTERESTS FROM COMMITTEE MEMBERS**

There were no declarations of interest.

1. **PH1520 TO ADOPT THE MINUTES OF 29TH NOVEMBER 2022**

Cllr Griffiths highlighted that the minutes should include that Cllr Milliner is Chair of Committee under the Cllrs present heading of the minutes.

Proposed by: Cllr Gallagher. Seconded by: Cllr Seabrook.

The minutes of the above meeting were **resolved and adopted**.

1. **PH1521 TO NOTE AD REVIEW THE COMMITTEES BUDGETARY REPORT**

The Committee **noted** the budgetary report.

1. **PH1522 FINANCE REPORT – TO NOTE AND UNDERSTAND THE FINANCE POSITION**

Cllr Griffiths highlighted to the Committee that there is a notice board near the Roderick Avenue Bus stop, outside the newsagents which is leaking badly and could do with being replaced.

Cllr Gallagher noted that there may be a spare notice board somewhere that the Parks Officer may know more about from the Welcome Back fund, and whether this could be used.

Cllr Gallagher also highlighted that there is a need to buy notice boards, bins, and benches, and that the money being earmarked will mean it is not lost to go towards this, also that with some of these projects, the hidden costs such as licences and contractors are often the most expensive parts.

It was proposed that Officers come back to Committee with a report on the cost of a new notice board, size 84 x 69cm.

Proposed by: Cllr Griffiths Seconded by: Cllr Seabrook

The Committee **resolved** to **agree** to this proposal.

1. **PH1523 TO DISCUSS AND AGREE THE PROJECT THAT UNSPENT MONIES FROM NOTICEBOARDS AND STREET FURNITURE BEING PUT INTO THE EARMARKED RESERVE BE EARMARKED FOR**

After a brief discussion, the Committee felt that the money for street furniture should be earmarked for bins and benches on public highways, and that the noticeboards money be earmarked for noticeboards along Piddinghoe Avenue.

1. **PH1524 TO RECEIVE AN UPDATE FROM CLLR GALLAGHER CHAIR OF THE STEERING GROUP FOR THE NDP**

Cllr Gallagher informed the Committee that the NDP is still with LDC as they do their consultation.

Cllr Gallagher then shared some handouts with the Committee, which were pages from the plans design guide, to explain to Committee members the relevance and importance of these guides in relation to Planning Applications that the Committee receives, and proceeded to explain the Character areas, map, Plotlands, and Coastal Plotlands.

Cllr Gallagher informed the Committee that she plans on bringing other parts of the document forward to future Committee meetings to go through in a similar way as it will be important for Committee members to understand as once the plan has passed the referendum it will hold the same weight as he LDC local plan and the national framework.

Cllr Seabrook added that with a new Council coming in after the elections, this sort of information should be included in the training that new Councillors on the Planning & Highways Committee receive.

Cllr Gallagher agreed with Cllr Seabrook’s comment, and added that either she or Nancy Astley would likely be able to facilitate this.

1. **PH1525 TO DISCUSS AND COMMENT ‘STOPPING UP’ OF THE HIGHWAY ADJOINING 211 SOUTH COAST ROAD**

The Chair thanked the Committee and Assistant Projects Officer for the extra information she obtained about this item in preparation for the meeting.

The Committee briefly discussed the matter, and it was proposed that the Committee consent to the proposed application, but include a note of the need to preserve access for people with disabilities.

Proposed by: Cllr Gallagher. Seconded by: Cllr Seabrook

The Committee **resolved** to **agree** to this proposal.

1. **TO COMMENT ON THE PLANNING APPLICATIONS AS FOLLOWS:-**

**PH1526 –** LW/22/0785/CD 330 South Coast Road

The Committee **noted** the discharge of condition.

**PH1527** – LW/22/0772 67 Abbey Close

It was proposed that the Committee support this planning application.

Proposed by: Cllr Seabrook. Seconded by: Cllr Gallagher.

The Committee **resolved** unanimously to this proposal.

*1 member of the public left at this point (20:08)*

**PH1528 –** LW/22/0785 25A Cornwall Avenue

It was proposed that the Committee support this planning application

Proposed by: Cllr Gallagher. Seconded by: Cllr Seabrook.

The Committee **resolved** unanimously to this proposal.

**PH1529 –** LW/22/0813 17 Steyning Avenue

It was proposed that the Committee support this planning application.

Proposed by: Cllr Seabrook. Seconded by: Cllr Griffiths.

The Committee **resolved** unanimously to this proposal.

**PH1530 –** LW/22/0833 118 Roderick Avenue

It was proposed that the Committee support this planning application.

Proposed by: Cllr Seabrook. Seconded by: Cllr Gallagher.

The Committee **resolved** unanimously to this proposal.

**PH1531 –** LW/22/0826 Grass verge on Corner of Steyning Avenue and South Coast Road

It was proposed that the Committee object to this planning application on the grounds that it is too close to residential properties.

Proposed by: Cllr Seabrook. Seconded by: Cllr Gallagher.

The Committee **resolved** unanimously to this proposal.

**PH1532 –** LW/22/0822 31 Piddinghoe Avenue

It was proposed that the Committee support this planning application.

Proposed by: Cllr Gallagher. Seconded by: Cllr Griffiths.

The Committee **resolved** unanimously to this proposal.

1. **PH1533 – TO REVIEW AND UPDATE THE P&H ACTION PLAN AND AGREE ANY ACTIONS REQUIRED**

Cllr Griffiths reported that in relation to item 1 on the action plan (Concrete path), Peter Seed is willing to attend a Public Rights of Way TFG meeting to progress the item.

There was a brief discussion about issues relating to Chalkers Rise, and the possibility of a single TFG to look at all the matters relating to it. The Deputy Clerk will speak to the Town Clerk about how this might be possible, as the matters go across several Committees.

1. **PH1534 DATE OF NEXT MEETING 31ST JANUARY 2023 AT 7.30PM.**

The next meeting of this Committee was confirmed for 31st January 2023.

*There being no further business the meeting ended at 20:32.*