



# **PEACEHAVEN TOWN COUNCIL**

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## **Councillors on this Committee:**

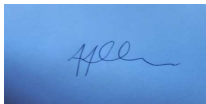
**EX OFFICIO** Cllr D Seabrook (Chair of Council), Cllr I Sharkey (Vice Chair of Council)

Cllr Campbell (Chairman), Cllr Gordon-Garrett (Vice Chair), Cllr Wood. Cllr Gallagher, Cllr Sharkey, Cllr Alexander

**19th July 2023**

**Dear Committee Member,**

You are summoned to a meeting of the **PLANNING & HIGHWAYS COMMITTEE** which will be held in the Anzac Room, Community House, Peacehaven on **Tuesday 25th July 2023 at 7.30pm.**



**Tony Allen**  
Town Clerk

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

### **GENERAL BUSINESS**

- 1 PH1674 CHAIR ANNOUNCEMENTS**
- 2 PH1675 PUBLIC QUESTIONS** - *There will be a 15-minute period whereby members of the public may ask questions on any relevant Planning & Highways matter.*
- 3 PH1676 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS**
- 4 PH1677 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**
- 5 PH1678 TO ADOPT THE MINUTES FROM THE 4<sup>TH</sup> JULY 2023**
- 6 PH1679 TO NOTE AND REVIEW THE COMMITTEES BUDGETARY REPORT**
- 7 PH1680 TO RECEIVE AN UPDATE FROM CLLR GALLAGHER CHAIR OF THE STEERING GROUP FOR THE NDP**
- 8 PH1681 TO COMMENT on the following Planning applications as follows:-**

**Agenda of the Planning & Highways Committee – Tuesday 25<sup>th</sup> July 2023**

## Agenda of the Planning & Highways Committee - Tuesday 25<sup>th</sup> July 2023

|  |   |
|--|---|
| <b>PH1682 LW/23/0332</b><br>14 Keymer Avenue Peacehaven<br><br><b>Case Officer</b> James Emery     | Single storey flat roof rear extension<br><br><a href="https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=LW/23/0332">https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=LW/23/0332</a>   |
| <b>PH1683 LW/23/0373</b><br>20 Southview Road Peacehaven<br><br><b>Case Officer</b> – none given   | Raising of roof pitch, hip to gable roof extension to front and rear, side dormer<br><br><a href="https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=LW/23/0373">https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=LW/23/0373</a>  |
| <b>PH1684 LW/23/0395</b><br>1 Bramber Avenue Peacehaven<br><br><b>Case Officer</b> James Emery     | 2 storey rear infill extension with raising of roof pitch, change of use from a nursing home (C2) to 9 No. residential units (C3) - resubmission of LW/22/0581<br><br><a href="https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=LW/23/0395">https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=LW/23/0395</a>   |
| <b>PH1685 LW/23/0385</b><br>273 South Coast Road Peacehaven<br><br><b>Case Officer</b> James Smith | Hip to gable end roof extension to front and rear elevations, with installation at the east elevation of 2no. side dormer windows with juliet balconies and 3no. roof lights and to the west elevation 1no. side dormer with juliet balconies to create 2no. one-bedroom flats<br><br><a href="https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=LW/23/0385">https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=LW/23/0385</a> |
| <b>PH1690 LW/23/0374/CD</b><br>53 Steyning Avenue<br><br><b>Case Officer</b>                       | Discharge of Condition 2 (CEMP) in relation to approval LW/21/0846<br><br><a href="https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=LW/23/0374/CD">https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=LW/23/0374/CD</a>   |

### 9 TO COMMENT on the following TPO applications:-

|  |   |
|--|---|
| <b>PH1686 TW/22/0097/TPO</b><br>14 Anzac Close Peacehaven<br><br><b>Case Officer</b> Nick Jones        | T1 - Sycamore - Reduction to canopy by 3 meters T2 - Sycamore - Reduction to canopy by 3 meters T3 - Sycamore - Reduction to canopy by 3 meters T4 - Sycamore- Reduction to canopy by 2 meters<br><br><a href="https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=TW/22/0097/TPO">https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=TW/22/0097/TPO</a> |
| <b>PH1687 TW/23/0054/TPO</b><br>2 Louvain Gardens Peacehaven<br><br><b>Case Officer</b> Steve Williams | To remove 5 large Macrocarpa cupressuscyparis conifers and replanting scheme to facilitate development in the adjoining land<br><br><a href="https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=TW/23/0054/TPO">https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=TW/23/0054/TPO</a>   |

**Agenda of the Planning & Highways Committee - Tuesday 25<sup>th</sup> July 2023**

|  |   |
|--|---|
| <b>PH1688 TW/23/0055/TPO</b><br>2 Louvain Gardens Peacehaven<br><br><b>Case Officer</b> Nick Jones | T1 - Leyland Cypress - Removal and replace with Native Species<br>T2 - Leyland Cypress - Removal and replace with Native Species<br>T3 - Leyland Cypress - Removal and replace with Native Species<br>T4 - Leyland Cypress - Removal and replace with Native Species<br>T5 - Leyland Cypress - Removal and replace with Native Species<br><br><a href="https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=TW/23/0055/TPO">https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=TW/23/0055/TPO</a> |
| <b>PH1689 TW/23/0058/TPO</b><br>3 Stanley Road Peacehaven<br><br><b>Case Officer</b> Nick Jones    | T1 - Ash - Remove dead wood, cut branches growing over neighbours driveway and the road back by 3m, cutting to suitable growth points leaving a well-balanced crown<br><br><a href="https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=TW/23/0058/TPO">https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=TW/23/0058/TPO</a>  |
|  |   |

**10 PH1691 NOTE PLANNING & HIGHWAYS COMPLAINTS SINCE THE LAST MEETING**

**11 PH1692 TO REVIEW & UPDATE THE P&H ACTION PLAN AND AGREE ANY ACTIONS REQUIRED.**

**12 PH1693 DATE OF NEXT MEETING 15<sup>TH</sup> AUGUST 2023 AT 7.30PM**

**CONFIDENTIAL**

*In accordance with Standing Order 3(d) and the Public Bodies (Admission to Meetings) Act 1960, Section 1, in view of the confidential nature of the business to be transacted, the public and press are excluded from the discussion of the following items:-*

**13 PH1694 TO NOTE THE RESPONSE FROM THE CHAIR OF COUNCIL TO A COMPLAINT REGARDING THE PLANNING AND HIGHWAYS COMMITTEE.**



# PEACEHAVEN TOWN COUNCIL

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## **DRAFT Minutes of the meeting of the Planning & Highways Committee held in the Anzac Room, Community House on Tuesday 4<sup>th</sup> July 2023 at 7.30pm**

**Present:** Cllr Mary Campbell (Chair), Cllr Kiera Gordon-Garrett (Vice Chair), Cllr David Seabrook (Chair of Council), Cllr Isobel Sharkey (Vice Chair of Council), Cllr Cathy Gallagher, Cllr Cathy Norcott-Jones, Cllr Sherral Wood, Cllr Ian Alexander.

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

2 members of the public were in attendance.

### **1. PH1648 CHAIR ANNOUNCEMENTS**

The Chair opened the meeting at 19:30, welcomed everyone and went through the building fire procedure and informed the Committee that all resolutions from the previous Committee meeting have been actioned and thanked the Committees and Assistant Projects Officer for her work.

The Chair further informed the Committee that the Neighbourhood Plan as it appears in the Lewes District Council documents has only had cosmetic changes since sent there so can be treated as the plan that will be going to referendum. The Chair stated that there was one specific area that seemed to be very different from what was consulted on: the development areas, as removing their boundaries in the latest version of the plan appears to have opened up all of Peacehaven for development.

### **2. PH1649 PUBLIC QUESTIONS**

A member of the public spoke about concerns surrounding application LW/23/0276.

The Chair informed the member of the public that the Lewes District Councillors would raise the matter with the District Council.

*1 member of the public left at this point*

### **3. PH1650 TO CONSIDER APOLOGIES FOR ANY ABSENCES AND SUBSTITUTIONS**

No apologies have been received.

Cllr Cheta was absent.

### **4. PH1651 TO RECEIVE DECLARATIONS OF INTERESTS FROM COMMITTEE MEMBERS**

There were no declarations of interest.

## 5. PH1652 TO ADOPT THE MINUTES OF 13<sup>TH</sup> JUNE 2023

Proposed by: Cllr Sharkey.      Seconded by: Cllr Gordon-Garrett.  
The minutes of the above meeting were **resolved and adopted**.

## 6. PH1653 TO NOTE AND REVIEW THE COMMITTEES BUDGETARY REPORT

Cllr Alexander asked about the transfer from EMR for noticeboards. The Deputy Clerk confirmed that this was as agreed at Committee.

Cllr Gallagher enquired about what budget code 4101 Repair/ Alteration of Premises is used for. The Deputy Clerk will speak with the Finance Officer to get an answer and circulate the information to Committee members.

The Committee **noted** the budgetary report.

## 7. PH1654 TO RECEIVE AN UPDATE FROM CLLR GALLAGHER CHAIR OF THE STEERING GROUP FOR THE NDP

Cllr Gallagher informed the Committee that the Chairs Announcement in item PH1648 was not entirely factual, and that as that Neighbourhood Plan was being developed, the Government changed the algorithm for calculating housing numbers, and that as a result Lewes District are having to redo their own local plan. Lewes District therefore asked that the Peacehaven and Telscombe Neighbourhood Plan not include allocated sites, and that Lewes District will administer this.

What has not happened is that it has become a free for all for developers.

The policies and design guides are all as the original plan, all changes have now been made and should go back to Lewes District this week.

Training for Councillors will be available soon, starting this weekend at the Summer Fair.

## 8. PH1655 TO DISCUSS GRASS VERGE CUTTING

Cllr Sharkey introduced and summarised the report.

There was a discussion on the item. It was proposed that the Committee agree to share more information on noticeboards and Social media about grass cutting around Peacehaven.

Proposed by: Cllr Sharkey.      Seconded by: Cllr Seabrook  
The Committee **resolved** to **agree** to this proposal.

## 9. PH1656 TO INFORM THE PLANNING COMMITTEE – CRIME IN PEACEHAVEN

Cllr Seabrook introduced the report.

Cllr Alexander highlighted a number of inaccuracies in the report.

The Chair informed the Committee that as part of the business plan, the Committee will receive regular updates on the crime figures.

The Committee **noted** the report.

*The Chair informed the Committee that items PH1657 and PH1658 would be discussed together.*

- 10. PH1657 MOTION BY CLLR SEABROOK TO REQUEST THE ESCC ROAD SAFETY MANAGER REVIEW PARKING AROUND THE JUNCTION OF GLYNN ROAD WITH PELHAM RISE**
- 11. PH1658 MOTION BY CLLR GORDON-GARRETT TO IMPROVE ACCESSIBILITY TO BUSES IN PELHAM RISE**

Cllr Gordon-Garrett read out the report in full. There was then a brief discussion on the matter.

It was proposed that Officers liaise with ESCC Officers about the recommendations in the report and report back to Committee.

Proposed by: Cllr Gordon-Garrett.      Seconded by: Cllr Alexander.  
The Committee **resolved** to **agree** to this proposal.

*1 member of the public left at this point*

**12. PH1659 TO RECEIVE A REPORT FROM THE COMMITTEES BUSINESS PLAN TFG**

The Chair summarised the report.

It was proposed that the Committee agree to recommendation 1 of the report.

Proposed by: Cllr Gordon-Garrett.      Seconded by: Cllr Wood  
The Committee **resolved** to **agree** to this proposal.

It was proposed that wildflower verges be added to the business plan.

Proposed by: Cllr Norcott-Jones.      Seconded by: Cllr Sharkey.  
The Committee **resolved** to **agree** to this proposal.

It was proposed that receiving regular reports on road accidents be added to the business plan.

Proposed by: Cllr Campbell.      Seconded by: Cllr Wood.  
The Committee **resolved** to **agree** to this proposal.

It was proposed that the Committee agree to recommendation 2 of the report.

Proposed by: Cllr Norcott-Jones.      Seconded by: Cllr Sharkey.  
The Committee **resolved** to **agree** to this proposal.

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

**PH1660 – LW/23/0347 7 Cliff Avenue**

There was a brief discussion on the planning application. It was proposed that the Committee support this application.

Proposed by: Cllr Gallagher      Seconded by: Cllr Norcott-Jones.  
The Committee **resolved** to **agree** to this proposal by majority, with 2 abstentions.

**PH1661 – LW/23/0329 61 Downs Walk**

Cllr Gordon-Garrett introduced the item and gave several reasons why the Committee should object to the application.

Cllr Gallagher added some further reasons as to why the Committee should object.

It was proposed that the Committee Object to the application on grounds that it does not meet DM 2 – DM12 of the Lewes District Plan part 2, that the PEA is not in the documents and no tree survey done, that the documents submitted are not sufficiently truthful, that there is no net biodiversity gain as per Lewes District Local Plan Part 1 Policy 8.4, that it would set a precedent for further development, that the site is contaminated due to an old landfill site, that the sustainability checklist has not been met, and that it goes against policies PT1 and design code 3.09 of the emerging Neighbourhood Development Plan.

Proposed by: Cllr Gordon-Garrett      Seconded by: Cllr Wood  
The Committee **resolved** to **object** to this planning application.

**PH1662 – LW/23/0358 6 Rustic Road**

It was proposed the Committee support this planning application, subject to the condition that no further development take place on site.

Proposed by: Cllr Sharkey      Seconded by: Cllr Gallagher.  
The Committee **resolved** to **agree** to this proposal.

**PH1663 – LW/23/0328 39 Arundel Road**

It was proposed that the Committee support this planning application.

Proposed by: Cllr Gallagher      Seconded by: Cllr Seabrook.  
The Committee **resolved** to **agree** to this proposal.

**PH1664 – LW/23/0275 52B Gladys Avenue**

It was proposed that the Committee support this planning application.

Proposed by: Cllr Seabrook      Seconded by: Cllr Wood.  
The Committee **resolved** to **agree** to this proposal.

**PH1665 – LW/23/0334 1 Johns Close**

It was proposed to object to this application on the grounds that the development goes against Lewes District Council Local Plan Part 2 Policy DM25 and policy PT1 of the emerging Neighbourhood Development Plan, it is overdevelopment of the site, on a dangerous corner, and does not demonstrate a net biodiversity gain.

Proposed by: Cllr Wood      Seconded by: Cllr Gordon-Garrett.  
The Committee **resolved** to **object** to this planning application.

**PH1666 – LW/23/0368 11 The Dewpond**

After a brief discussion it was proposed that the Committee support this planning application.

Proposed by: Cllr Gallagher      Seconded by: Cllr Gordon-Garrett.  
The Committee **resolved** to **agree** to this proposal by majority, with one abstention.

**PH1667 – LW/23/0324 108 Dorothy Avenue North**

It was proposed that the Committee support this planning application.

Proposed by: Cllr Campbell      Seconded by: Cllr Norcott-Jones.

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

**PH1668** – LW/23/0364 66 Abbey Close

The Committee **noted** this permitted development notification.

**PH1669** – LW/23/0355 86 Malines Avenue

It was proposed that the Committee support this planning application.

Proposed by: Cllr Seabrook      Seconded by: Cllr Norcott-Jones.

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

**14. TO NOTE THE FOLLOWING PLANNING APPLICATIONS:-**

**PH1670** – LW/23/0370/CD Land Between Greenacres and Highsted Park Telscombe Road

The Committee **noted** the planning application.

**15. PH1671 NOTE PLANNING & HIGHWAYS COMPLAINTS SINCE THE LAST MEETING**

The Chair gave a brief update with regard to complaint 61, that a planning enforcement officer is investigating the matter.

Cllr Seabrook gave some background information to complaint 71.

The Committee **noted** the complaints.

**16. PH1671 TO REVIEW AND UPDATE THE P&H ACTION PLAN AND AGREE ANY ACTIONS REQUIRED**

Action from agenda item PH1658 to be added to the action plan.

The Committee **noted** the action plan.

**17. PH1647 DATE OF NEXT MEETING 25TH JULY 2023 AT 7.30PM.**

The next meeting of this Committee was confirmed for 25<sup>th</sup> July 2023.

*There being no further business the meeting ended at 21:22.*



## Detailed Income &amp; Expenditure by Budget Heading 12/07/2023

Month No: 4

## 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                           | 994                    | 650                   | (344)                    |                          | (344)              | 152.9%       | 994                     |
| 4852 Monument & War Memorial                | 0                      | 600                   | 600                      |                          | 600                | 0.0%         |                         |
| 4853 Street Furniture                       | 0                      | 600                   | 600                      |                          | 600                | 0.0%         |                         |
| Planning & Highways :- Direct Expenditure   | <b>994</b>             | <b>1,850</b>          | <b>856</b>               | <b>0</b>                 | <b>856</b>         | <b>53.7%</b> | <b>994</b>              |
| 4101 Repair/Alteration of Premises          | 265                    | 2,000                 | 1,735                    |                          | 1,735              | 13.2%        |                         |
| 4111 Electricity                            | 5                      | 1,092                 | 1,087                    |                          | 1,087              | 0.5%         |                         |
| 4171 Grounds Maintenance Costs              | 0                      | 500                   | 500                      |                          | 500                | 0.0%         |                         |
| 4850 Grass Cutting Contract                 | 9,041                  | 9,041                 | 0                        |                          | 0                  | 100.0%       |                         |
| Planning & Highways :- Indirect Expenditure | <b>9,311</b>           | <b>12,633</b>         | <b>3,322</b>             | <b>0</b>                 | <b>3,322</b>       | <b>73.7%</b> | <b>0</b>                |
| <b>Net Expenditure</b>                      | <b>(10,305)</b>        | <b>(14,483)</b>       | <b>(4,178)</b>           |                          |                    |              |                         |
| 6000 plus Transfer from EMR                 | 994                    |                       |                          |                          |                    |              |                         |
| <b>Movement to/(from) Gen Reserve</b>       | <b>(9,311)</b>         |                       |                          |                          |                    |              |                         |
| Grand Totals:- Income                       | <b>0</b>               | <b>0</b>              | <b>0</b>                 |                          |                    | <b>0.0%</b>  |                         |
| Expenditure                                 | <b>10,305</b>          | <b>14,483</b>         | <b>4,178</b>             | <b>0</b>                 | <b>4,178</b>       | <b>71.2%</b> |                         |
| <b>Net Income over Expenditure</b>          | <b>(10,305)</b>        | <b>(14,483)</b>       | <b>(4,178)</b>           |                          |                    |              |                         |
| plus Transfer from EMR                      | 994                    |                       |                          |                          |                    |              |                         |
| <b>Movement to/(from) Gen Reserve</b>       | <b>(9,311)</b>         |                       |                          |                          |                    |              |                         |

| Area         | Category     | Details of Complaint  | Actions taken   | Current Status |
|--------------|--------------|---|---|----------------|
| Misc/ Other  | Planning     | Complaint relating to planning application LW/22/0347.                  | Details forwarded to LDC for response, resident followed up with further complaint to Chair of Council. | Closed         |
| Misc/ Other  | Misc/Other   | bus shelter at ambleside avenue has been vandalised                     | passed onto telscombe town council  | Closed         |
| Non PTC land | Grass verges | grass on the cliff top has not been cut up to the wall and looks a mess | passed onto ldc   | Closed         |

| CASE NUMBER | MEETING DATE | TASK  | ACTION  | PERSON RESPONSIBLE                      | UPDATE   |
|-------------|--------------|---|---|---|--|
| 1           | 03/09/2019   | Public rights of way TFG - Concrete path from Lower Hodderm Farm to Centenary Park. | Cllr Griffiths requested help from other councillors filling in evidence forms (extend of usage prior to 2005)  | Cllr Griffiths - ongoing                | 23/05/23 - Committee agreed members for the TFG - Cllr Griffiths, Cllr Gordon-Garrett, and a member of the public.   |
| 2           | 09/08/2022   | Speed activated sign  | For the Public Safety TFG to investigate, discuss, and liaise with Telscombe Town Council about the speed activated sign, and report back to the P&H Committee. | Committees & Assistant Projects Officer | Public Safety TFG to be resumed to consist of Cllr Seabrook, Cllr Alexander, 2 members of the public and for all Councillors to be invited to join.  |
| 3           | 01/11/2022   | Wildflower Verges   | To conduct a survey via eNews and Social Media regarding possible locations for Wildflower verges in the town   | Committees & Assistant Projects Officer | <p>In discussion with Events, Amenities, and Projects Officer about getting out a survey - will likely be early in 2023.</p> <p>Survey questions and where to be advertised, to be discussed at the next P&amp;H 23.5.23</p> <p>23/05/23 - Committee agreed to form a TFG consisting of the Committee and Assistant Projects Officer and Cllrs Seabrook &amp; Norcott-Jones.</p> <p>13/06/23 - TFG reported back to Committee, agreed that the TFG will proceed to:</p> <ol style="list-style-type: none"> <li>1. carry out a survey of residents using social media.</li> <li>2. identify suitable sites and complete a baseline site survey. (Max 3) and apply for licences from ESCC where appropriate.</li> <li>3. Identify funding sources</li> <li>4. attempt to form a Wildflower Community Group</li> <li>5. consult residents adjacent to the selected sites</li> <li>6. Report back to the Planning &amp; Highways Committee</li> </ol> <p>Communications &amp; Marketing Officer is in the process of preparing the survey.</p> |
| 4           | 23/05/2023   | Kaner Olette Report   | To go through the report and create actionable items.   | TFG                                     | <p>23/05/23 - TFG formed to look at the report, alongside the public realm, and advertising on planters.</p> <p>13/06/23 - Cllr Gallagher informed Committee that a TFG meeting will be organised soon, and that LDC &amp; ESCC Cllrs are being invited to join.</p>   |
| 5           | 26/06/2023   | Planters  | To replace to replace the PTC planters on the A259.   | Parks Officer                           | <p>23/05/23 - Committee agreed to replace with a dark grey recycled plastic. Parks Officer to arrange for materials to be ordered.</p> <p>26/06/23 - Materials ordered, delivery expected to take up to 8 weeks.</p>   |
| 6           | 04/07/2023   | Pelham Rise Bus Stops   | Officers to liaise with ESCC Officers about accessibility on Pelham Rise, particularly bus stops.   | Committees & Assistant Projects Officer | 13/07/23 - Committees & Assistant Projects Officer attended a site meeting with Cllrs Campbell & Gordon-Garrett with ESCC Highways Officers & Brighton & Hove Buses representative. Report to come back to Committee.  |