



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 31st January 2023 at 7.30pm

Present: Cllr Alan Milliner (Chair), Cllr Isobel Sharkey (Vice Chair), Cllr David Seabrook (Vice Chair of Council), Cllr Cathy Gallagher, Cllr Sue Griffiths, Cllr White, Cllr Paul.

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

2 members of the public were in attendance.

1. PH1535 CHAIRMAN'S ANNOUNCEMENTS

The Chair opened the meeting at 19:36, welcomed everyone and went through the building fire procedure.

2. PH1536 PUBLIC QUESTIONS

Mike Gatti informed the Committee that the planning application for the Attenuation Pond has been approved by Lewes District Council. Cllr Collier has taken this up with them and that perhaps the public safety working party should also get involved.

3. PH1537 TO CONSIDER APOLOGIES FOR ANY ABSENCES AND SUBSTITUTIONS

Apologies were received and accepted from Cllr Symonds.

Cllr Harris was also absent.

4. PH1538 TO RECEIVE DECLARATIONS OF INTERESTS FROM COMMITTEE MEMBERS

There were no declarations of interest.

5. PH1539 TO ADOPT THE MINUTES OF 10TH JANUARY 2023

Proposed by: Cllr Gallagher. Seconded by: Cllr Sharkey.

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

6. PH1540 TO NOTE AND REVIEW THE COMMITTEES BUDGETARY REPORT

The Committee **noted** the budgetary report.

7. PH1541 TO REVIEW AND UPDATE THE BUSINESS/ COMMUNITY PLAN

The Committee **noted** the plan with no updates necessary.

8. PH1542 TO DISCUSS ROAD CLOSURE FOR CORONATION CELEBRATION

It was proposed that the Committee support the application for the road closure.

Proposed by: Cllr Seabrook Seconded by: Cllr Sharkey

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

9. PH1543 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 which goes onto until March 2023.

The presentation by Kaner Olette that preceded this meeting came from a grant available through the Neighbourhood Plan which was stimulating, and an interesting look to the future.

10. TO COMMENT ON THE PLANNING APPLICATIONS AS FOLLOWS:-

PH1544 – LW/23/0018 Meridian Centre

The Committee **noted** this application as it will be discussed on 16th February at an Extraordinary meeting of Full Council.

The Chair suspended standing orders to allow Mr Horner to make a comment.

Mr Horner informed the Committee that he has received a copy of a consultation feedback document from the MP's office which appears to show that Morrisons are aware of many of the issues and questions around the development, but offer no answers, and were PTC Councillors aware of this document.

Mr Horner was asked to please send a copy of the document to the Deputy Clerk, who will ensure it is circulated to all Councillors.

*Standing orders reinstated.
1 member of the public left at this point.*

PH1545 – LW/23/0003 75 The Promenade

It was proposed that the Committee support this planning application, but comment about a lack of design and build materials information in the application.

Proposed by: Cllr Gallagher. Seconded by: Cllr Sharkey.

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

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

PH1546 – LW/23/0005 44 Roderick Avenue

It was proposed that the Committee support this planning application

Proposed by: Cllr Seabrook. Seconded by: Cllr Sharkey.

The Committee **resolved** to this proposal by a majority, with 1 abstention.

PH1547 – LW/22/0855 127 The Promenade

It was proposed that the Committee object to this planning application on the ground of overdevelopment of the site.

Proposed by: Cllr Paul Seconded by: Cllr Sharkey.
The Committee **resolved** to this proposal by majority, with 1 against.

1 member of the public left at this point.

PH1548 – LW/23/0008 24 Steyning Avenue

It was proposed that the Committee support this planning application, but note that the application does not relate to LDC Local Plan Policy DM25, that there is no net biodiversity gain, does not show how drainage will be dealt with, and where bins could be located at the front.

It was also noted that there is no definition between the public realm and the property, as per the emerging Neighbourhood Development Plan policy PT1.

Proposed by: Cllr Sharkey. Seconded by: Cllr White.
The Committee **resolved** unanimously to this proposal, subject to the above comments.

PH1549 – LW/23/0024 40 Phyllis Avenue

It was proposed that the Committee support this planning application.

Proposed by: Cllr Gallagher. Seconded by: Cllr Paul.
The Committee **resolved** unanimously to this proposal.

11. TO NOTE THE FOLLOWING PLANNING APPLICATIONS:-

PH1550 – TW/23/0005/TPO 29B Telscombe Road

The Committee **noted** this planning application.

12. PH1551 – 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), a Public Rights of Way TFG meeting will be taking place tomorrow.

It was proposed that the Town Clerk write to Barratts requesting that a Risk Assessment be carried out for the Attenuation Pond (suggesting that RoSPA could do this) as the pond is close to residential properties, a school, play park, skate park, with lots of small children around. The pond becomes very deep, and we do not want to see another tragedy such as the recent one in Solihul.

Proposed by: Cllr Seabrook Seconded by: Cllr Griffiths
The Committee **resolved** unanimously to this proposal.

Cllr Seabrook informed the Committee that regarding the speed activated sign, Steve O'Connell will be coming in March to talk about speed watch which will help get the required evidence for a speed activated sign.

13. PH1552 DATE OF NEXT MEETING 21ST FEBRUARY 2023 AT 7.30PM.

The next meeting of this Committee was confirmed for 21st February 2023.

There being no further business the meeting ended at 20:42.

Detailed Income & Expenditure by Budget Heading 09/02/2023

Month No: 11

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 & Highways</u>							
4851 Noticeboards	0	650	650		650	0.0%	
4852 Monument & War Memorial	213	600	387		387	35.5%	
4853 Street Furniture	0	600	600		600	0.0%	
Planning & Highways :- Direct Expenditure	<u>213</u>	<u>1,850</u>	<u>1,637</u>	<u>0</u>	<u>1,637</u>	<u>11.5%</u>	<u>0</u>
4101 Repair/Alteration of Premises	9,438	700	(8,738)		(8,738)	1348.3%	9,312
4111 Electricity	366	1,092	726		726	33.6%	
4171 Grounds Maintenance Costs	474	500	26		26	94.9%	
4850 Grass Cutting Contract	8,864	8,864	0		0	100.0%	
Planning & Highways :- Indirect Expenditure	<u>19,143</u>	<u>11,156</u>	<u>(7,987)</u>	<u>0</u>	<u>(7,987)</u>	<u>171.6%</u>	<u>9,312</u>
Net Expenditure	<u>(19,356)</u>	<u>(13,006)</u>	<u>6,350</u>				
6000 plus Transfer from EMR	9,312						
Movement to/(from) Gen Reserve	<u>(10,044)</u>						
Grand Totals:- Income	0	0	0			0.0%	
Expenditure	19,356	13,006	(6,350)	0	(6,350)	148.8%	
Net Income over Expenditure	<u>(19,356)</u>	<u>(13,006)</u>	<u>6,350</u>				
plus Transfer from EMR	9,312						
Movement to/(from) Gen Reserve	<u>(10,044)</u>						



To all East Sussex Parish & Town Councils
7th February 2023

BY EMAIL

In July 2022 Lindsay Green (from Burwash Common and Weald District Residents Association –BCWRA) sent a copy of their report detailing forty-seven examples of poor highways maintenance to all Parish Clerks in East Sussex. The report made eleven recommendations, but the report and recommendations were met with defensive responses which failed to recognise that there were significant problems or show any willingness to address them and I understand that the report was dismissed by ESCC Lead Member for Highways (Cllr Claire Dowling) as 'only a Burwash Problem' in an email sent to all Parish Clerks in East Sussex in September 2022.

Highways maintenance is not just a Burwash problem, it's a national issue and I suspect that you, like us in Hadlow Down, are experiencing appalling and deteriorating road conditions, not least because of the recent weather. But our primary concern is not potholes per se but the highly questionable strategy adopted by ES Highways for repairing potholes and managing our highways, including drainage, which causes flooding incidents. We were surprised to learn that at the ES Highways online training event for Parish Councils held on 11th October 2022 a representative of ES Highways stated that it is cheaper to patch a pothole seven times then to repair it once properly! An example to share is that our Parish Council reported subsidence on the main A272 highway and the local Highway Steward measured and claimed that it did not meet the criteria. A member of the public was so outraged by this response that they measured with a ruler and took photographs to show that the Highways Steward was wrong and ill-informed as the evidence suggested that it did indeed meet the criteria. It was therefore questionable whether the Highway Steward had even been on site. We challenged both positions. The subsidence remains present after nearly a year of reporting it.

Hadlow Down Parish Council has contacted and been contacted by a number of other Parish and Town Councils expressing grave concerns over the state of the roads and byways in East Sussex and discovered, amongst other things, that a significant number of Parish Councils have pulled out of 'Strengthening Local Relationships' (SLR) meetings because they are considered not to 'make a difference'. All of this strongly reinforces the view that there are grave and systemic problems with ES Highways' Maintenance strategy, practice and quality control.

The Clerk: Mrs Samantha Weatherill
101 Pipers Field, Uckfield, East Sussex TN22 5SD
Tel: 01825 760103 Email: clerk@hadlowdown.org



So, what can be done? At the end of the day we are elected to represent our communities and we are powerless to drive the change we are all seeking. Hadlow Down Parish Council believes that it will only be possible to effect real change through collective action and at the Parish Council meeting held on 7th February voted unanimously to send out this letter to seeks your views and to determine whether there is an appetite for joint action. One possibility is that we collectively seek legal advice to determine if there is a credible 'Misconduct in Public Office' case for East Sussex Highways and East Sussex County Council to answer. We appreciate that this is a very serious charge that would need to be answered by accountable individuals within the Council. We do believe that there are many examples of poor and misguided maintenance which are well documented by Councils. For example, we have one site which has been temporarily repaired seven times. But this is only one possibility and you may have other suggestions, thus the need to ascertain how many PCs would commit to a collective approach and decide then how to reach collective decisions.

This letter is not about requiring East Sussex County Council to commit more money to highways maintenance, far from it; we recognise the extreme pressure created by such factors as adult social care. It is about how the funding that is available can be used more effectively and ensuring officers, contractors and Highway Stewards do a proper job. At this stage we merely wish to gauge the level of support for collective action and would ask that you add this request to the agenda of your next Council meeting for a wider discussion on these issues and then let me know the outcome of your discussion as soon as possible thereafter.

Thank you so much, in advance, for your consideration of this matter.

Yours sincerely

Hadlow Down Parish Council Clerk
On behalf of Hadlow Down Parish Council

The Clerk: Mrs Samantha Weatherill
101 Pipers Field, Uckfield, East Sussex TN22 5SD
Tel: 01825 760103 Email: clerk@hadlowdown.org

Agenda Item: PH1559

Committee: Planning & Highways

Date: 30/1/2023

Title: Replacement noticeboard

Report Authors: Vicky Onis

Purpose of Report: To decide on the purchase of a replacement board noticeboard & confirm location

Summary of recommended actions

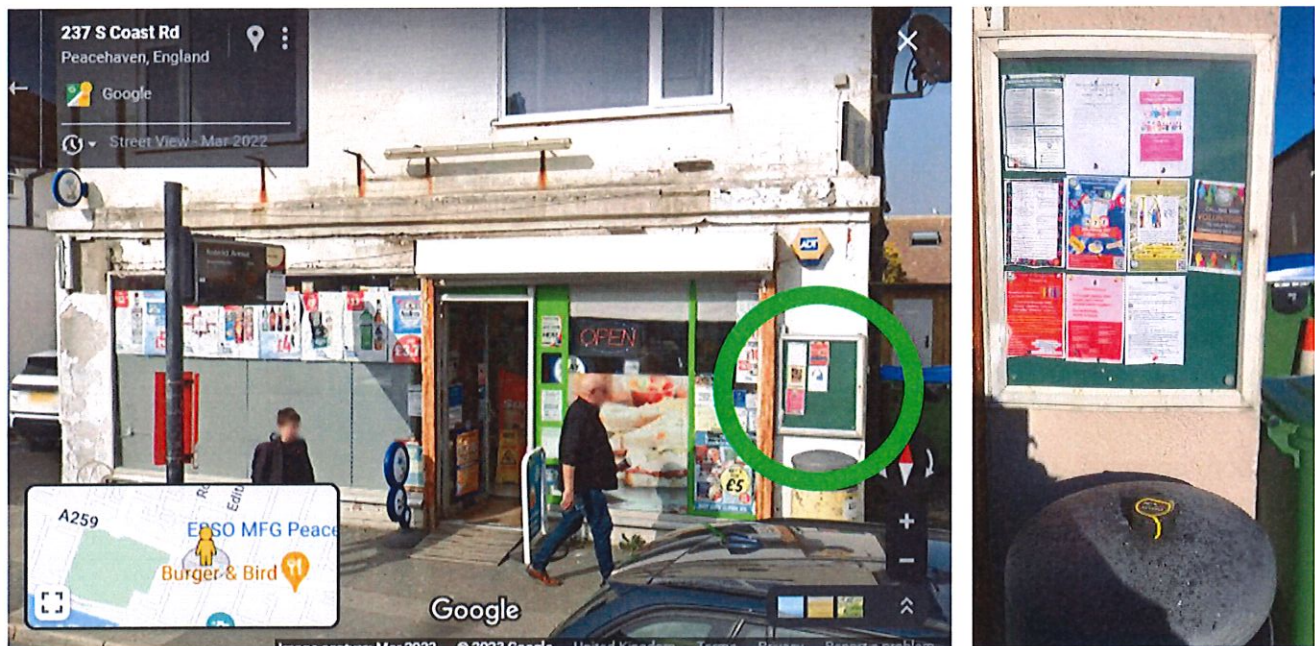
1. To decide on the replacement notice board to be purchased.

Introduction

Peacehaven town council own 10 notice boards around the town which are used to post agendas and meeting schedules etc.

Background

It has been reported that our last original notice board on the wall of the Newsagents on the South Coast Road, has now come to the end of its life and is need of replacing. I have received three quotes, one of which is our existing supplier.



Analysis

We can purchase outdoor notice boards from £565 to £1600.00 depending on the designs and added extras

Recommendation

It is recommended that we have a powder coated metal type, in green and with sign writing saying PEACEHAVEN TOWN COUNCIL to match existing notice boards.

Implications

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

<u>Financial</u> <ul style="list-style-type: none"> • Use of capital? • Replacement of asset? • Reduced expenditure? • Increased income? • Budget provision? 	Replacement of an asset
<u>Legal</u> <ul style="list-style-type: none"> • UK Law? • Council Powers/Duties? • Lease/landlord responsibilities? 	Council has to publish meeting agendas for the public
<u>Health & Safety</u> <ul style="list-style-type: none"> • Accessibility? • Equalities? 	Current noticeboard is leaking
<u>Planning</u> <ul style="list-style-type: none"> • LDC permission? • Planning Law? • Highways? 	N/A
<u>Environmental and sustainability</u> <ul style="list-style-type: none"> • AONB/SSSI/SDNPA? • Green spaces? • Walking/cycling? 	N/A
<u>Crime and disorder</u> <ul style="list-style-type: none"> • ASB? • Public safety? • Road safety? 	N/A
<u>Social value</u> <ul style="list-style-type: none"> • Charities/voluntary orgs? • Support for those in need? • Area improvements? • Community benefits? 	Council schedules and agendas published in notice boards
<u>Climate</u> <ul style="list-style-type: none"> • Carbon footprint? • Materials? • Recycling? 	Old notice board will be recycled

Appendices/Background papers

Noticeboard Company £471 +vat or £571 +vat (aluminium)

Fitzpatrick Woolmer LTD £1334.50 +vat (aluminium)

Metro signs 2000 £1675 (attached)

Quotes

NoticeBoard company



Breeze Wall Mounted with Header

- ✓ 40mm aluminium frame
- ✓ Magnetic surface for use with magnets
- ✓ Fully powder coated inside & out
- ✓ Single door glazed with 3mm thick PETg glazing
- ✓ Allen key lock (others available on request)
- ✓ Header and footer with vinyl text
- ✓ 10 extra strong magnets

A1 Portrait

Green (RAL 6029)

Peacehaven Town Council

Peacehaven Town Council

Please choose from the options above.

£461.00 ex. VAT

Qty 1 [Send message](#)

Item	Qty	Price	Cost
Breeze Wall Mounted with Header Size: A1 Portrait Colour: Green (RAL 6029) Header Shape: Arc Peacehaven Town Council	1	£461.00	£461.00
UK Mainland Delivery	1	£10.00	£10.00
Sub Total:			£471.00
VAT:			£94.20
Total:			£565.20

About the Product

The Breeze External Notice Board with powder coated frame and internal magnetic backing to match the frame. The board has a 40mm deep frame and hinged door glazed with 3mm thick PETG. As standard the door is supplied with an Allen key security lock, normal key and public access lock (thumb lock) also available at available at an additional cost of £39.95 + VAT per door. As standard sizes A4 up to A1 are portrait position with side hinged door. A1 up to 60" x 40" are supplied in landscape position with top hinged door and door stays.

NoticeBoard company



Tradition 30 External Notice Board with Header

- ✓ Wall mounted external notice board
- ✓ 30mm deep painted aluminium frame
- ✓ Zinc electroplated steel backboard
- ✓ Ideal for use with magnets
- ✓ Side hinged door with key lock
- ✓ Header panel with text and logo
- ✓ 5 Year Guarantee



830 x 980mm wide (8 x A4) ▼

Green (RAL 6005) ▼

Select Header Shape ▼

Peacehaven Town Council

Select Accessories ▼

Please choose from the options above.

£561.00 ex. VAT

Qty 1 [Send message](#)

Product PDF



★★★★★ 5 / 5 (5)

Item	Qty	Price	Cost
Tradition 30 External Notice Board with Header Size: 830 x 980mm wide (8 x A4) Colour (frame): Green (RAL 6005) Header Shape: Straight Peacehaven Town Council Accessories: Accessories not required	1	£561.00	£561.00
UK Mainland Delivery	1	£10.00	£10.00
Sub Total:			£571.00
VAT:			£114.20
Total:			£685.20

About Tradition 30

Tradition 30 Wall Mounted External Notice Board with Header has a 30mm deep aluminium frame with single side hinged door glazed with 4mm plexishock and is supplied with two keys. The board has an elastomer seal, anti-condensation vents and zinc electroplated steel backboard for use with magnets. The Tradition 30 comes with a with 5 year guarantee against manufacturing faults.

Material and Standards

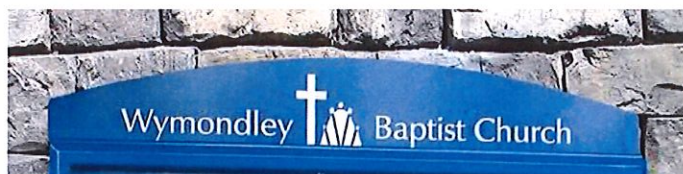
The Tradition 30 has an aluminium profile EN AW 6060 - BS EN 573-3. The door is glazed with plexishock glazing which is a transparent organic UV blocking material with good shock resistance ISO 7032-2. Aluminium posts EN AW 6106, EN AW 6060 and EN AW 6063 - EN 755-2 providing high mechanical strength.

NoticeBoard company

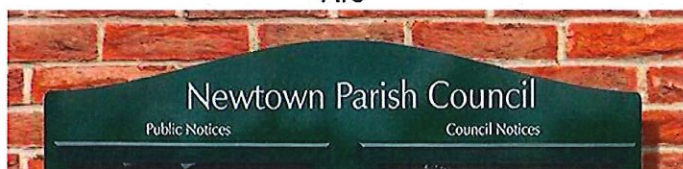
Sizes and header types.

Size	A4 Sheets	Format	Overall
A4 (210 x 297mm)	1 x A4 portrait	Port	300 x 387mm h
A3 (297 x 420mm)	2 x A4 landscape	Port	387 x 510mm h
A2 (420 x 594mm)	4 x A4 portrait	Port	510 x 684mm h
A1 (594 x 841mm)	8 x A4 landscape	Port	684 x 931mm h
A1 (594 x 841mm)	8 x A4 portrait	L'scape	684 x 931mm w
A0 (841 x 1189mm)	16 x A4 landscape	L'scape	931 x 1279mm w
40" x 60" (1016 x 1524mm)		L'scape	1106 x 1614mm v
6 x A4	6 x A4 portrait		
9 x A4	9 x A4 portrait		
12 x A4	12 x A4 portrait		

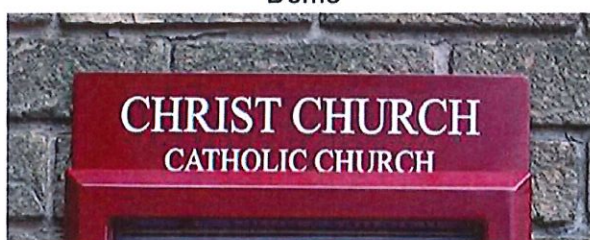
Header types



Arc



Dome



Straight

Headers

Header shapes are available in three shapes dome, arc and straight. The price includes a header complete with text. If you require a logo there is an additional cost of £35.00 + VAT. An artwork proof is always supplied prior to print.

CASE NUMBER	MEETING DATE	TASK	ACTION	PERSON RESPONSIBLE	UPDATE
1	03/09/2019	Public rights of way TFG - Concrete path from Lower Hodder Farm to Centenary Park.	<p>Clr Griffiths requested help from other councillors filling in evidence forms (extend of usage prior to 2005)</p>	<p>Clr Griffiths</p> <p>- ongoing</p>	<p>Clr Griffiths noted that ESCC Officers had been asked for a simpler way of filling in evidence forms relating to the Hodder Farm to Centenary Park footpath 24/9/21</p> <p>Town Clerk to contact Barratts regarding this action point. 20/7/22</p> <p>Deputy Clerk has sent correspondence to Barratts. 08/08/2022.</p> <p>Discussed at Committee meeting 04/10/2022 - research needed into history of the path and to chase up Barratts as no reply received.</p> <p>Chased up again - 18/11/2022 & 16/12/2022. Queries around the ownership of the path from Barratts.</p> <p>Response from Barratts circulated 22nd December 2022. Path will not be coming into PTC ownership.</p> <p>10/01/2023 - Committee agreed to refer to a TFG meeting to discuss options to progress the item.</p> <p>31/01/2023 - Clr Griffiths reported that a TFG meeting is due to take place tomorrow (1st February).</p>
2	17/05/2022	Infiltration basin			<p>01/06/2022 Clr Collier has confirmed that planners are in the process of agreeing a proper fence around the pond (this will be a fence and not a knee rail).</p> <p>01/11/2022 - This item came on the P&H Agenda as a discharge of condition - Committee objected to proposal, currently with LDC planning.</p> <p>31/01/2023 - Agreed for the Town Clerk write to Barratts requesting that a Risk Assessment be carried out for the Attenuation Pond (suggesting that RoSPA could do this) as the pond is close to residential properties, a school, play park, skate park, with lots of small children around. The pond becomes very deep, and we do not want to see another tragedy such as the recent one in Solihull.</p>

4	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.	Admin Officer	<p>Planned to be discussed at next Public Safety Group meeting on 28/10/22.</p> <p>To be discussed on 25/11/2022 at Public Safety Group Meeting.</p> <p>Need more evidence before being able to progress further.</p> <p>Steve O'Connell will be coming in March to talk about speed watch which will help get the required evidence for a speed activated sign.</p> <p>Meeting with SDNPA Officers planned on 21/11/2022.</p>
5	01/11/2022	SDNPA CIL Funding Opportunities	To investigate options for CIL funding from SDNPA		<p>Update - 29/11/2022. Steering group to be set up following meeting with representatives from SDNPA. Projects Officer will arrange.</p>
6	01/11/2022	Wildflower Verges	Ton conduct a survey via eNews and Social Media regarding possible locations for Wildflower verges in the town	DCCO	<p>In discussion with Events, Amenities, and Projects Officer about getting out a survey - will likely be early in 2023.</p>