

PEACEHAVEN TOWN COUNCIL

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TOWN COUNCIL OFFICE MERIDIAN CENTRE MERIDIAN WAY PEACEHAVEN EAST SUSSEX BN10 8BB

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.

10/02/2023

Peacehaven Town Council

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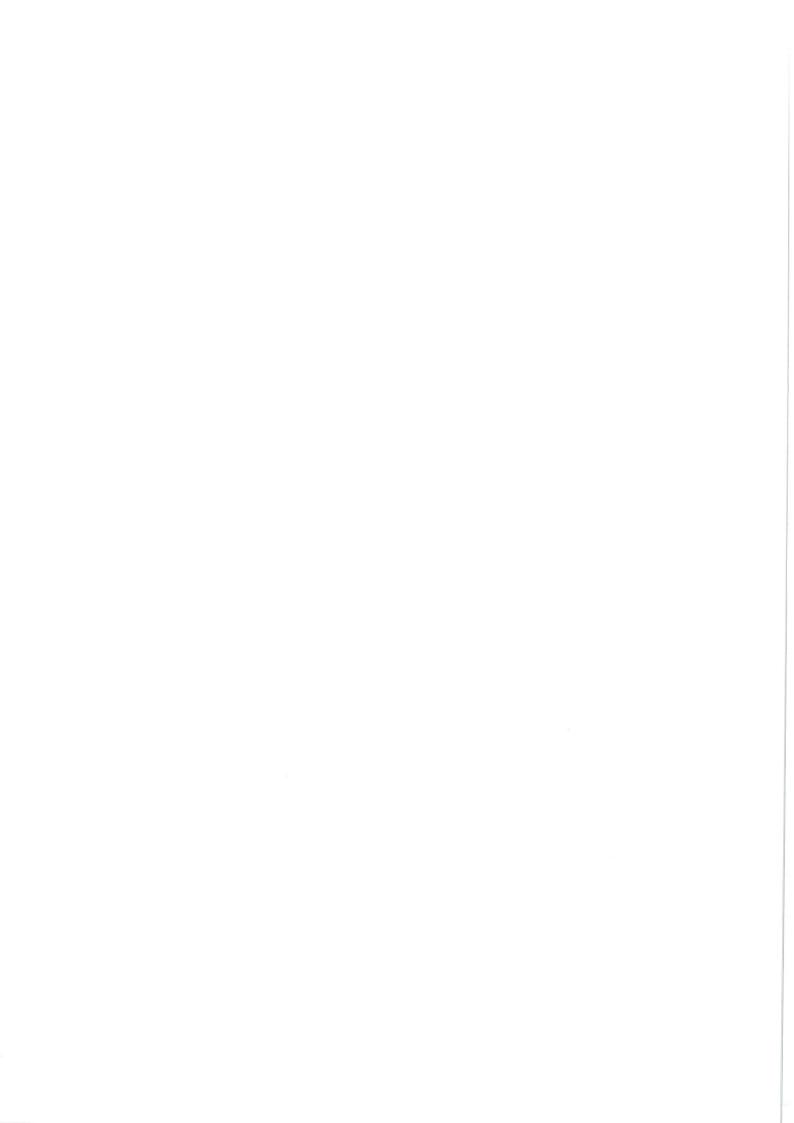
14:27

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 EMF
200	Planning & Highways							
4851		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%	
F	Planning & Highways :- Direct Expenditure	213	1,850	1,637	0	1,637	11.5%	•
4101	Repair/Alteration of Premises	9,438	700	(8,738)		(8,738)	1348.3%	9,31
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%	
PI	anning & Highways :- Indirect Expenditure	19,143	11,156	(7,987)	0	(7,987)	171.6%	9,31
	Net Expenditure	(19,356)	(13,006)	6,350				
6000	plus Transfer from EMR	9,312						
	Movement to/(from) Gen Reserve	(10,044)						
	Grand Totals:- Income	0	0	0			0.0%	
	Expenditure	19,356	13,006	(6,350)	0	(6,350)	148.8%	
	Net Income over Expenditure	(19,356)	(13,006)	6,350				
	plus Transfer from EMR	9,312						
	Movement to/(from) Gen Reserve	(10,044)						
		M-11-11-11-11-11-11-11-11-11-11-11-11-11						





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.



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

WITT

Hadlow Down Parish Council Clerk

On behalf of Hadlow Down Parish Council

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

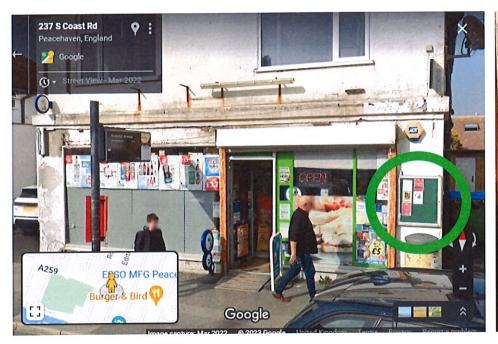
1. To decide on the replacement notice board to be purchased.

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:

Cinoncial	D. I	
<u>Financial</u>	Replacement of an asset	
Use of capital?		
Replacement of asset?		
Reduced expenditure?		
Increased income?		
Budget provision?		
Legal	Council has to publish meeting agendas for the public	
• UK Law?		
Council Powers/Duties?		
Lease/landlord		
responsibilities?		
Health & Safety	Current noticeboard is leaking	
Accessibility?		
• Equalities?		
Planning	N/A	
• LDC permission?		
Planning Law?		
Highways?		
-		
Environmental and	N/A	
sustainability		
 AONB/SSSI/SDNPA? 		
/ (CITE/CCCI/ODITI / (;		
Green spaces?		
 Green spaces? Walking/cycling?	N/A	
Green spaces?	N/A	
Green spaces?Walking/cycling?Crime and disorderASB?	N/A	
 Green spaces? Walking/cycling? Crime and disorder ASB? Public safety? 	N/A	
 Green spaces? Walking/cycling? Crime and disorder ASB? Public safety? 		
 Green spaces? Walking/cycling? Crime and disorder ASB? Public safety? Road safety? Social value 	N/A Council schedules and agendas published in notice boards	
 Green spaces? Walking/cycling? Crime and disorder ASB? Public safety? Road safety? Social value Charities/voluntary orgs? 		
 Green spaces? Walking/cycling? Crime and disorder ASB? Public safety? Road safety? Social value Charities/voluntary orgs? Support for those in need? 		
 Green spaces? Walking/cycling? Crime and disorder ASB? Public safety? Road safety? Social value Charities/voluntary orgs? Support for those in need? Area improvements? 		
 Green spaces? Walking/cycling? Crime and disorder ASB? Public safety? Road safety? Social value Charities/voluntary orgs? Support for those in need? Area improvements? Community benefits? 	Council schedules and agendas published in notice boards	
 Green spaces? Walking/cycling? Crime and disorder ASB? Public safety? Road safety? Social value Charities/voluntary orgs? Support for those in need? Area improvements? Community benefits? Climate		
 Green spaces? Walking/cycling? Crime and disorder ASB? Public safety? Road safety? Social value Charities/voluntary orgs? Support for those in need? Area improvements? Community benefits? Climate Carbon footprint? 	Council schedules and agendas published in notice boards	
 Green spaces? Walking/cycling? Crime and disorder ASB? Public safety? Road safety? Social value Charities/voluntary orgs? Support for those in need? Area improvements? Community benefits? Climate	Council schedules and agendas published in notice boards	

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

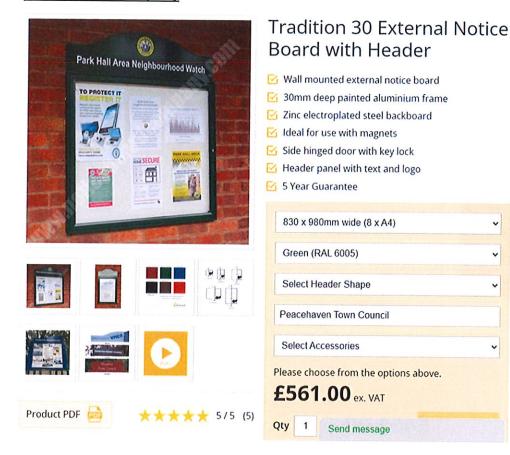
A1 P	'ortra	ait	
Gree	en (R	RAL 6029)	
Peac	ehav	ven Town Council	
Peac	ehav	ven Town Council	
		pose from the options above.	
£4	61	.00 ex. VAT	

ltem	Qty	Price	Cost
Breeze Wall Mounted with Header Size: A1 Portrait Colour: Green (RAL 6029) Header Shape: Arc Peacehaven Town Council 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



ltem ·	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



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.

Quotation

PEACEHAVEN TOWN COUNCIL

Community House The Meridian Centre Peacehaven BN10 8BB



Manton Lane Industrial Estate, Manton Lane Bedford, MK41 7PB. Tel: 01234 351207 Fax: 01234 352234

Fax 01273 583560

Quotation No 10173

17 January 2023

Dear Victoria

May we thank you for your enquiry and have pleasure in submitting our quotation as follows

Qty.	Description	Unit Price	Total
	To supply		0.00
1	Metrosigns Standard Plus security noticeboard cabinet finished in countryside green 840mm x 690mm landscape format with header in white to read "PEACEHAVEN TOWN COUNCIL"	1081.00	1081.00
1	Carriage	65.00	65.00
		ē	

I trust this meets with your approval and look forward to receiving your instructions in due course.

Sub Total

£ 1146.00

VAT

£ 229.20

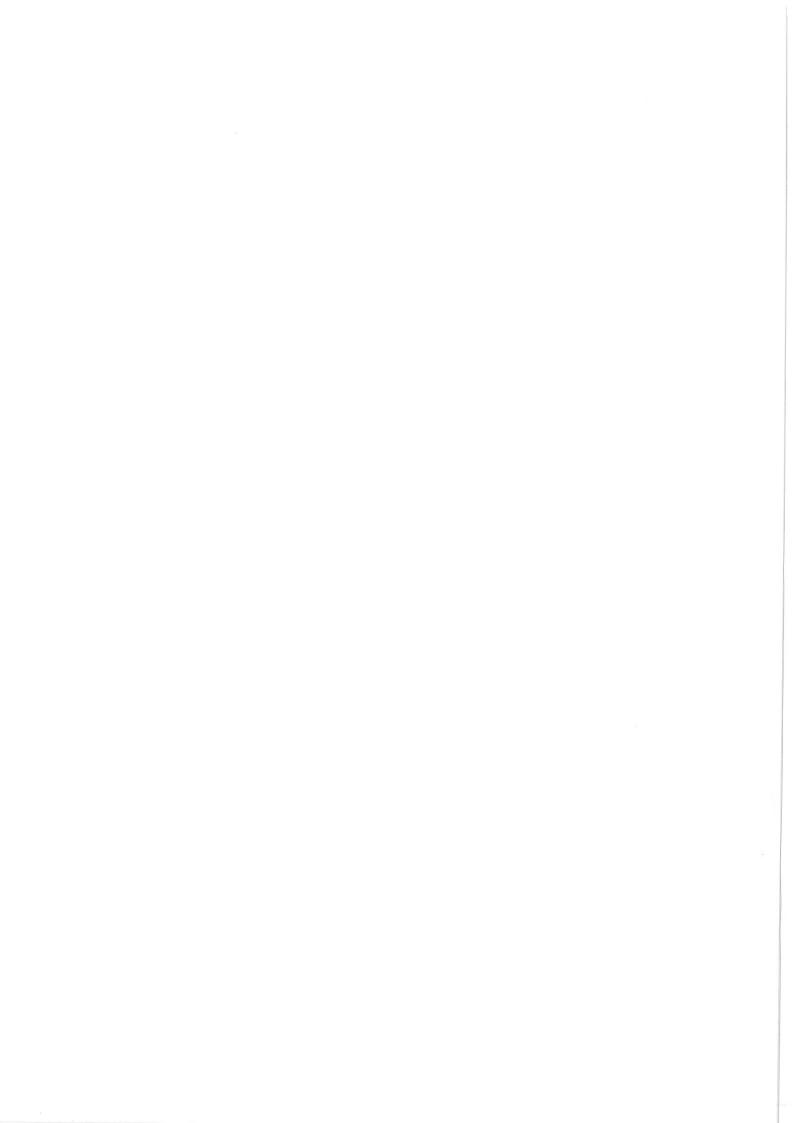
Total

£ 1375.20

Regards

This quote is valid for 10 days only.

Jonathan





Victoria Onis
Peacehaven Town Council
Town Council Office
Meridian Centre
Meridian Way
Peacehaven
E Sussex
BN10 8BB

ESTIMATE

Ref No.

GW20499/1

Dated

16/01/2023

Contact

Victoria Onis

Tel

01273 585 493

Fax

01273 583 560

Further to your recent enquiry I have pleasure in submitting our estimate as follows:-

Re: Entrance Sign

ltem	Qty	Pack	Description	Unit Price	Total
A	1	Unit(s)	PDF Proof	£7.50	£7.50
В	1		Header Board for A1 Single Door Locking Notice Board Size: 975mm in length Material: Flat Plate Aluminium Finish: Powdercoat to a standard RAL 6005 Moss Green with full colour printed graphics Text: Peacehaven Town Council	£283.00	£283.00
С	1	Unit(s)	Wallmounting Notice Board - A1 Single Door Window Size: A1 - 841mm x 594mm (8 x A4 sheets) Back board: Magnetic Material: Stainless Steel Finish: Powdercoat RAL 6005 Moss Green	£988.00	£988.00
D	1	Unit(s)	Standard Delivery Charge - BN10 8BB	£56.00	£56.00
-				Sub Total	£1,334.50
				VAT	£266.90
				TOTAL	£1,601.40

Payment: 30 days from date of invoice.
Payment can be made by cheque, BACs or credit card, payable to Fitzpatrick Woolmer Design & Publishing Ltd

Cheques should be sent to the Head Office address below Bank transfers - Sort code: 20-54-25 - Account no: 13568490 Credit card payments - contact our accounts department on 01634 711 771

Please note all estimates are valid for 30 days
All estimates are supplied subject to Fitzpatrick Woolmer's terms and conditions

I look forward to hearing from you in due course...

Planning & Highways Committee - Action Plan

updated 15/02/2023

CASE	MEETING	TASK	ACTION	PERSON RESPONSIBLE	UPDATE
				a a	Clir 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
					Town Clerk to contact Barratts regarding this action point. 20/7/22
					Deputy Clerk has sent correspondance to Barratts. 08/08/2022.
			Clr Griffiths requested help from other councillors		Discussed at Committee meeting 04/10/2022 - research needed into history of the path and to chase up Barratts as no reply received.
н	03/09/2019	Public rights of way TFG - Concrete path from Lower Hoddern Farm to Centenary Park.	filling in evidence forms (extend of usage prior to 2005)	Cilr Griffiths - ongoing	Chased up again - 18/11/2022 & 16/12/2022. Queries around the ownership of the path from Barratts.
					Response from Barratts circulated 22nd December 2022. Path will not be coming into PTC ownership.
					10/01/2023 - Committee agreed to refer to a TFG meeting to discuss options to progress the item.
					31/01/2023 - Clir Griffiths reported that a TFG meeting is due to take place tomorrow (1st February).
					01/06/2022 CIIr 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).
					01/11/2022 - This item came on the P&H Agenda as a discharge of condition - Committee objected to proposal, currently with LDC planning.
7	17/05/2022	Infiltration basin			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 Solihul.

Planned to be discussed at next Public Safety Group meeting on 28/10/22.	To be discussed on 25/11/2022 at Public Safety Group Meeting.	Need more evidence before being able to progress further.	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.	Meeting with SDNPA Officers planned on 21/11/2022.	Update - 29/11/2022. Steering groun to be set un following mosting with	from SDNPA. Projects Officer will arrange	In discussion with Events, Amenities, and Projects Officer about getting out a survey - will likely be early in 2023.	
		Admin Officer						OCCO	
	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.				To investigate options for CIL funding from SDNPA		Ton conduct a survey via eNews and Social Media regarding possible locations for Wildflower verges in the town	III OM SIN III
Speed activated sign					O THE LET WOUNDS	SUNFA CIL Funding Opportunities		Wildflower Verges	
	09/08/2022				01/11/2022	7707/11/10		01/11/2022	
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