



# 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 23<sup>rd</sup> May 2023 at 7.30pm

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

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

11 members of the public were in attendance.

### 1. PH1603 CHAIR ANNOUNCEMENTS

The Chair opened the meeting at 19:29, welcomed everyone and went through the building fire procedure and briefly explained the Committees function to the public in attendance.

### 2. PH1604 PUBLIC QUESTIONS

A resident expressed to the Committee their objection to application LW/23/0187 and its conflict with the Lewes District Council Local Plan.

Another resident then expressed objection to application LW/23/0276, particularly citing loss of view, problems with wind, and parking issues.

Another residents also expressed concerns over application LW/23/0276 with concerns about traffic management, in particular during the construction period.

Another resident also expressed concern regarding application LW/23/0276 that it goes against the District Council Core Strategy, and concerns over where the monies specified for bus service improvements would be spent if the application is approved.

The Chair then read out a statement that had been emailed in by a resident in support of application LW/23/0219.

### 3. PH1605 TO ELECT A VICE CHAIRMAN FOR THE COMMITTEE.

2 candidates were put forward for Vice-Chair of Committee.

Cllr Cathy Gallagher  
Cllr Kiera Gordon-Garrett

**Proposed by:** Cllr Sharkey  
**Proposed by:** Cllr Wood

**Seconded by:** Cllr Alexander  
**Seconded by:** Cllr Norcott-Jones

Cllrs Gallagher and Gordon-Garrett gave short statements as to why they should be elected as Vice-Chair.

The Committee **resolved** to elect Cllr Gordon Garrett as Vice-Chair of Committee by a majority vote of 5.

#### 4. PH1606 TO CONSIDER APOLOGIES FOR ANY ABSENCES AND SUBSTITUTIONS

Apologies were received and accepted from Cllr Cheta.

Cllr Davies is substituting for Cllr Cheta.

#### 5. PH1607 TO RECEIVE DECLARATIONS OF INTERESTS FROM COMMITTEE MEMBERS

Cllr Campbell declared that she would abstain from voting on one of the applications which she has discussed with the Town Clerk.

#### 6. PH1608 TO ADOPT THE MINUTES OF 4<sup>TH</sup> APRIL 2023

Cllr Gallagher highlighted that the minutes of the 4<sup>th</sup> April stated that the next meeting would be 25<sup>th</sup> April, however, this meeting did not take place due to no planning applications being submitted.

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

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

*The Chair brought forward items PH1617 and PH1616 to discuss whilst the public were present.*

#### 7. PH1617 – LW/23/0276 1 South Coast Road

There was a discussion about the application, the Committee expressed concerns over the location, lack of net biodiversity gain, lack of affordable housing, overdevelopment, height, effect on the road, construction vehicles, public transport provision, road safety, and drainage.

It was proposed that the Committee object to the application on the basis that it goes against LDC policy DM25 and the policies and design guide of the emerging Neighbourhood Development Plan. The application does not demonstrate a net biodiversity gain and there are concerns over the access to South Coast Road.

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

The Committee unanimously **resolved to object** to this planning application.

It was further proposed that if Lewes District Council do approve the application then they consider applying the following conditions:

- Right turns in and out of the site be prohibited, or the developer consider installing a roundabout.
- A wheel wash facility for vehicles be provided on site.
- Sufficient parking be provided onsite for all construction contractors and workers.
- Restrictions on working hours for the site be considered.

Proposed by: Cllr Sharkey Seconded by: Cllr Alexander.

The Committee **resolved to agree** to ask Lewes to consider applying the above conditions if the application is approved.

#### 8. PH1616 – LW/23/0187 Land Adjacent to No. 45 The Lookout

Cllr Gordon-Garrett introduced the item as ward Councillor and outlined her concerns with the application.

*5 members of the public left at this point – 20:28*

There was a discussion about the application, including considering some of the Public comments made on the District Planning Portal.



*The Chair suspended standing orders to allow a member of the public to participate*

A member of the public informed the Committee of the District Council policies that he felt this application contravenes.

It was proposed that the Committee object to the planning application on the grounds that it is against Policy 13 of the Lewes District Local Plan Part 1, and policies DM27, DM24, DM25, and DM35 of the Lewes Local Plan part 2, as well as against the emerging Neighbourhood Development Plan Design Statement. Additionally, that as this is in an area classified as Countryside, policies DM2 – DM12 of the Lewes Local Plan Part 2 must apply.

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

*The Chair reinstated Standing Orders.*

*5 members of the public left at this point – 20:37*

#### **9. PH1609 TO NOTE AND REVIEW THE COMMITTEES BUDGETARY REPORT**

There was a query surrounding the £69 expenditure on noticeboards, that the Deputy Clerk will speak with the Finance Officer about and circulate an answer to Committee members.

It was also highlighted that there is £1300 in the Earmarked Reserves allocated for Noticeboards.

The Committee **noted** the budgetary report.

#### **10. PH1610 TO NOTE PLANNING & HIGHWAYS COMPLAINTS SINCE THE LAST MEETING**

The Chair spoke about complaint 31 on the log which was a Public comment from the recent Annual Council meeting. The matter will be referred to the wards ESCC Councillor.

The Committee **noted** the complaints.

#### **11. PH1611 TO DECIDE A259 PLANTERS UPDATE**

Cllr Gallagher introduced the item and gave some background information.

After a brief discussion it was proposed that the Committee agree to recommendation 1 of the report to replace the planters with a dark grey recycled plastic.

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

It was further proposed that as per recommendation 2 of the report, the Committee agree to recommendation 2b to continue the wildflowers in planters for another year and that the others are planted with perennials, and that Paradise Park is approached to provide plants and sponsor the planters.

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

#### **12. TO AGREE QUESTIONS FOR THE WILDFLOWER GRASS VERGE SURVEY, WHICH WAS RESOLVED TO ACTION ON 1<sup>ST</sup> NOVEMBER 2022 AND TO CONSIDER OTHER LOCATIONS FOR WILDFLOWERS**

It was proposed that a Task & Finish Group be formed to investigate the matter and bring recommendations back to Committee.

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

The TFG will consist of: Cllr Norcott-Jones, Cllr Seabrook, and the Committees and Assistant Projects Officer.

### **13. PH1613 TO RECEIVE A REPORT ON THE PURCHASE OF NOTICEBOARDS AND REVIEW NEW QUOTES**

The Committee noted the Officers report, and that there is 2 years worth of noticeboard budget (totalling £1300) in the Earmarked Reserves which can be used to fund these boards.

The Committee discussed the replacement of the noticeboard behind the Roderick Avenue bus stop first.

It was proposed to proceed with the purchase of the noticeboard in quote number 3 of the report.

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

Cllr Gallagher highlighted the importance of ensuring that the board is in line with the approved brand guidelines.

The Committee then discussed a board for Cornwall Avenue, outside of the Allotments.

It was proposed that the Committee go ahead with the noticeboard on Cornwall Avenue, outside of the allotments.

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

It was further proposed to proceed with the purchase of the noticeboard in quote number 3 of the report, at a cost of £794.40.

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

### **14. PH1614 TO DISCUSS ADVERTISING ON OUR PLANTERS**

After a brief discussion, it was proposed that this be referred to a Task and Finish Group to look at the planters, and the wider public realm, particularly following the Kaner Olette report.

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

TFG to consist of Cllr Gallagher, Cllr Norcott Jones, and all other Councillors be invited to join the group.

Cllr Seabrook also informed the Committee that he is aware of an enquiry from a local company about advertising on these planters.

*1 member of the public left at this point – 21:14.*

### **15. PH1615 TO PROGRESS BUSINESS PLAN ELEMENTS**

It was proposed to set up a Task and Finish Group to look at the Business Plan and provide recommendations back to Committee.

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

TFG to consist of Cllr Sharkey, Cllr Gordon-Garrett, Cllr Norcott-Jones, Cllr Gallagher, and Cllr Campbell.



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

**PH1618** – LW/3475/CC Peacehaven Youth Centre, Roderick Avenue  
Cllr Campbell introduced and summarised the application.

It was proposed that the Committee support this planning application

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

It was further discussed that the Committee request that a condition be applied requesting the retention of the wood block flooring and it be given special protection during the construction process on grounds of sustainability.

**PH1619** – LW/23/0084 90 Hoddern Avenue

The Committee **noted** this as a Permitted Development.

**PH1620** – LW/23/0224 273 South Coast Road

There was a brief discussion on the planning application.

It was proposed that the Committee object to this planning application on the grounds that it goes against Lewes District Council Core Policies 6 and 13, shows a lack of good design as per policy DM25, and is not aligned with the Neighbourhood Development Plan Coastal Plotland design guides.

Proposed by: Cllr Gallagher      Seconded by: Cllr Seabrook.  
The Committee **resolved** to **object** to this planning application.

**PH1621** – LW/23/0225 60A Glynn Road

It was proposed that the Committee not comment on this application at this time, on the grounds that there is insufficient information provided and concerns that there may be grounds for an enforcement matter.

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

**PH1622** – LW/23/0229 88 Malines Avenue

It was proposed that the Committee support this planning application, but note concerns over boundary issues.

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

**PH1623** – LW/23/0248 24 Tollgate

It was proposed that the Committee support this planning application.

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

**PH1624** – LW/23/0177 45 Arundel Road

It was proposed that the Committee support this planning application, but comment that they would like to see more of the grass verge retained.

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

**PH1625 – LW/23/0219 127 The Promenade**

It was proposed that the Committee support this planning application.

Proposed by: Cllr Seabrook      Seconded by: Cllr Sharkey.  
The Committee **resolved** to **agree** to this proposal by majority, with one abstention

**PH1626 – LW/23/0181 14 South Coast Road**

There was a brief discussion on the application.

It was proposed that the Committee support this planning application.

Proposed by: Cllr Gallagher      Seconded by: Cllr Davies.  
The Committee **resolved** to **agree** to this proposal by majority with 3 abstentions.

**PH1627 – LW/23/0239/CD**

Cllr Seabrook briefly introduced the item.

It was proposed that the Committee support this planning application, and that a letter in support of the discharge of condition application is written.

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

**17. PH1628 TO REVIEW AND UPDATE THE P&H ACTION PLAN AND AGREE ANY ACTIONS REQUIRED**

Cllr Griffiths and Cllr Gordon-Garrett, as well as a member of the public would like to be involved with the public rights of way TFG. Agreeing this TFG to be referred to Full Council.

The infiltration pond item can now be removed from the Action Plan.

The wildflower verges item can be updated.

SDNPA funding item should be taken off.

Kaner Olette report needs to be included on the Action plan - there will likely be a need to have a TFG formed to go through the report and create actionable items.

**18. PH1629 DATE OF NEXT MEETING 20<sup>TH</sup> JUNE 2023 AT 7.30PM.**

The next meeting of this Committee was confirmed for 13<sup>th</sup> June 2023.

*There being no further business the meeting ended at 21:57.*

## Detailed Income &amp; Expenditure by Budget Heading 01/06/2023

Month No: 2

## 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	69	650	581		581	10.6%	
4852 Monument & War Memorial	0	600	600		600	0.0%	
4853 Street Furniture	0	600	600		600	0.0%	
Planning & Highways :- Direct Expenditure	<u>69</u>	<u>1,850</u>	<u>1,781</u>	<u>0</u>	<u>1,781</u>	<u>3.7%</u>	<u>0</u>
4101 Repair/Alteration of Premises	0	2,000	2,000		2,000	0.0%	
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	<u>9,046</u>	<u>12,633</u>	<u>3,587</u>	<u>0</u>	<u>3,587</u>	<u>71.6%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(9,115)</u>	<u>(14,483)</u>	<u>(5,368)</u>				
Grand Totals:- Income	0	0	0			0.0%	
Expenditure	9,115	14,483	5,368	0	5,368	62.9%	
<b>Net Income over Expenditure</b>	<u>(9,115)</u>	<u>(14,483)</u>	<u>(5,368)</u>				
<b>Movement to/(from) Gen Reserve</b>	<u>(9,115)</u>						





**Agenda Item:** PH1638  
**Committee:** Planning & Highways Committee  
**Date:** 13/6/23  
**Title:** Public Safety TFG  
**Report Author:** Vicky Onis  
**Purpose of Report:** To Decide

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### **Summary of recommended actions**

1. TO DECIDE WHETHER TO REFORM THE PUBLIC SAFETY TFG
2. IF REFORMED WHO WILL SERVE ON THIS TFG

### **Introduction**

The Public Safety TFG was active from February 2022 and the last meeting held December 2022.

The main aim of this TFG is to identify road safety and other safety issues in the town & to work with partner organisations to try and resolve them.

Steve O'Connell, Sussex Police Community Speed Watch Officer, has been supportive of this TFG and has attended all meetings face to face or online, along with interested Councillors from the Planning & Highways Committee. The local Schools have also been invited to all TFG's.

### **Background**

Items of discussion have been: -

- \* 20mph zones
- \* Community Speed Watch
- \* Road safety signage around local Junior/Infant Schools
- \* Road surface issues
- \* CCTV
- \* Street lighting
- \* e- scooters

### **Analysis**

At the end of last year, the TFG attempted to get Community Speed watch off the ground with the aim of purchasing a SID (Speed Indicator Device). Statistics need to be recorded to enable us to request permission from ESCC to install a speed device on our busy roads.

We need Volunteers to do this and despite years of looking for Volunteers and two public presentations in 2019 and 2023 given by Steve O'Connell of Sussex Safer Roads Partnership, we have had no Volunteers.

In order to make this TFG a success we need Volunteers (Residents/Councillors) to take part in the Community Speed Watch weekly and also work towards addressing the topics discussed above.

### **Implications**

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

<b><u>Financial</u></b>	Purchase cost of SID device(s)
<b><u>Legal</u></b>	Placement of SID device(s) and deployment of SpeedWatch is regulated by ESCC & Sussex Police.
<b><u>Environmental and sustainability</u></b>	
<b><u>Crime and disorder</u></b>	Traffic speeding reduction and notifying offenders.
<b><u>Climate</u></b>	

### **Appendices/Background papers**

None.

Complaint No.	Date Received	Area	Category	Details of Complaint	Actions taken	Current Status
31	16/05/2023	Non PTC land	Grass verges	complaining about grass cutting and adviceing of drain not wanting it filled with debri	passed on to ESCC and parks officer has emailed contractor	Referred to ESCC
37	25/05/2023	Non PTC land	Grass verges	no signs of cutting on telscombe road and the grass is so long	passed onto essc	Referred to ESCC
38	25/05/2023	Misc/ Other	Road conditions	pot holes in heathy brow are getting worse	passed onto highways on fix my street	Referred to ESCC
39	25/05/2023	Misc/ Other	Grass verges	when is the grass going to be cut	passed on to esss	Referred to ESCC
40	26/05/2023	Misc/ Other	Grass verges	when is the grass going to be cut so high its discusting that we are leaving it this long	passed on to esss	Referred to ESCC
41	26/05/2023	Misc/ Other	Grass verges	75 foxhill very angry thaat the grass has not been cut swhe is going to stop paying her council tax	passed on to esss	Referred to ESCC
43	29/05/2023	Misc/ Other	Grass verges	about time the grass has been cut but what a mess leaving the grass behind not going up ythe wall	passed onto essc	Referred to ESCC





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.	Cllr Griffiths requested help from other councillors filling in evidence forms (extend of usage prior to 2005)	Cllr Griffiths - ongoing	<p>Cllr 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 &amp; 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 - Cllr Griffiths reported that a TFG meeting is due to take place tomorrow (1st February).</p> <p>07/02/23 - Cllr Griffiths and The Deputy Clerk visited the Concrete path</p> <p>23/05/23 - Committee agreed members for the TFG - Cllr Griffiths, Cllr Gordon-Garrett, and a member of the public.</p>

			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.
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
			Steve O'Connell to attend 14th March at 6.30pm to talk about speed watch which will help get the required evidence for a speed activated sign.
			Clr Seabrook & Committees & Assistant Projects Officer to join Steve O'Connell on the 23rd March to commence first Speed Watch session.
			Clr Seabrook and CAPO commenced Speed Watch at Healthy brow on 23/3 along with Police Road Safety Officer - who will be providing a body cam. Next session will be 4/4/23.
			23/05/23 - Public Safety TFG to be an item for discussion on the next Full Council agenda.
3	01/11/2022	Wildflower Verges	In discussion with Events, Amenities, and Projects Officer about getting out a survey - will likely be early in 2023.
			Committees & Assistant Projects Officer
			To conduct a survey via eNews and Social Media regarding possible locations for Wildflower verges in the town
			Survey questions and where to be advertised, to be discussed at the next P&H 23.5.23
			23/05/23 - Committee agreed to form a TFG consisting of the Committee and Assistant Projects Officer and Cllrs Seabrook & Norcott-Jones. First meeting 8/6/23
4	23/05/2023	Kaner Olette Report	TFG
			To go through the report and create actionable items.
			23/05/23 - Committee discussed a need to form a TFG to start this project; to be an agenda item on the next P&H agenda.