



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 5th September 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 Sherral Wood, Cllr Ian Alexander.

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

2 members of the public were in attendance.

1. PH1716 CHAIR ANNOUNCEMENTS

The Chair opened the meeting at 19:30, welcomed everyone and went through the building fire procedure.

2. PH1717 PUBLIC QUESTIONS

A member of the public raised concerns about traffic problems around schools at the start/end of the school day and asked when the Public Safety TFG could meet to discuss this.

Cllr Seabrook responded that group would meet soon.

Another member of the public informed the Committee of an update from a recent meeting that had taken place about the Bus Service Improvement Plan, that is to be discussed later in this meeting.

3. PH1718 TO CONSIDER APOLOGIES FOR ANY ABSENCES AND SUBSTITUTIONS

No apologies have been received.

4. PH1719 TO RECEIVE DECLARATIONS OF INTERESTS FROM COMMITTEE MEMBERS

There were no declarations of interest.

5. PH1720 TO ADOPT THE MINUTES OF 15TH AUGUST 2023

Proposed by: Cllr Sharkey. Seconded by: Cllr Gordon-Garrett.

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

6. PH1721 TO NOTE AND REVIEW THE COMMITTEES BUDGETARY REPORT

Cllr Seabrook raised a question about the transfer from EMR for noticeboards which the Deputy Clerk answered.

The Committee **noted** the budgetary report.

7. PH1722 TO RECEIVE AN UPDATE FROM CLLR GALLAGHER CHAIR OF THE STEERING GROUP FOR THE NDP

Cllr Gallagher informed the Committee that there's been some good news this week following communication from Troy Planning. Lewes District Council Officers are also not making any changes to the draft plan.

The updated draft plan will be going to Full Council on 19th September, and once approved by both Peacehaven and Telscombe Town Councils, will go out for another regulation 16 consultation for another 6 weeks. Some comments have been made about the plan which are being looked at.

8. PH1723 TO CONSIDER BUS STOPS/SHELTERS. REPORT TO FOLLOW

The Chair introduced the item and explained that some decisions need to be made around the Pelham Rise bus shelters.

There was a lengthy discussion on the item.

It was proposed that the Committee ask that a bus shelter not be put on the East side of Pelham Rise.

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

It was proposed that Committee ask Officers to enquire with ESCC about the style of shelter – possibly with a panel removed on opposing sides at the front and back of the shelter.

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

It was proposed that the clear panels of the bus shelter be glass rather than polymer.

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

It was proposed that the bus shelter have a green roof.

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

9. PH1724 TO DISCUSS THE BSIP AND AGREE RECOMMENDATION

There was a lengthy discussion on the report, which the Committees and Assistant Projects Officer also showed on the screen.

It was proposed that:

1. We work with ESCC and their consultants to get the best outcome from the BSIP, including alternative solutions, to aid them by providing local information and to request a site meeting with them during the peak morning rush hour.
2. PTC strongly supports the provision of pedestrian crossings at the southern end of Sutton Avenue and the South Coast Road near the roundabout.

Proposed by: Seabrook. Seconded by: Cllr Gordon-Garrett.
The Committee **resolved** to **agree** to this proposal by majority with 1 abstention.

2 members of the public left at this point (20:23)

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

PH1725 – LW/23/0449 170-172 South Coast Road

It was proposed that the Committee support this application, subject to ensuring that there is sufficient sound proofing between each flat, as well as between the flats and the retail space below.

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

PH1726 – LW/23/0480 241 South Coast Road

It was proposed that the Committee support this planning application.

Proposed by: Cllr Seabrook Seconded by: Cllr Alexander
The Committee **resolved** to **support** to this planning application.

PH1727 – LW/23/0518 42 Steyning Avenue

It was proposed the Committee support this planning application, subject to the condition that it does not adversely restrict the light to neighbouring properties.

Proposed by: Cllr Gordon-Garrett Seconded by: Cllr Seabrook.
The Committee **resolved** to **agree** to this proposal by majority with 1 abstention.

PH1728 – LW/23/0398 35 Horsham Avenue

It was proposed that the Committee object to this planning application due to the effect on the street scene, contrary to policy PT1 of the emerging Neighbourhood Development Plan, Policy DM25 of the Lewes District Council Local Plan Part 2, and a lack of net biodiversity gain. Grass verges and pavements are important in the public realm in this neighbourhood, which should have a maximum of 1 car on each property, as well as a border between the curtilage of the property and the public realm.

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

PH1729 – LW/23/0391 21 Victoria Avenue

It was proposed that the Committee support this planning application.

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

11. TO NOTE THE FOLLOWING PLANNING APPLICATIONS:-

PH1730 – LW/23/0470/CD 41 Firle Road

The Committee **noted** the planning application.

12. PH1731 NOTE PLANNING & HIGHWAYS COMPLAINTS SINCE THE LAST MEETING

Cllr Seabrook gave a brief update on complaint 89, that the nettles and scrub have been cut back, although more could have been done.

The Committee **noted** the complaints.

13. PH1732 TO REVIEW AND UPDATE THE P&H ACTION PLAN AND AGREE ANY ACTIONS REQUIRED

Cllr Gallagher gave an update on the Kaner Olette report item, that this group will be meeting soon.

Cllr Seabrook gave an update on the concrete path, that this is now open again so the work of the public rights of way TFG will need to resume.

Cllr Seabrook also reported that the Wildflower verges survey is almost ready, although some adjustments are still required.

The Committee **noted** the action plan.

14. PH1647 DATE OF NEXT MEETING 26TH SEPTEMBER 2023 AT 7.30PM.

The next meeting of this Committee was confirmed for 26th September 2023.

There being no further business the meeting ended at 20:53.

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
200 Planning & Highways							
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	994	1,850	856	0	856	53.7%	994
4101 Repair/Alteration of Premises	1,429	2,000	571		571	71.4%	
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	10,475	12,633	2,158	0	2,158	82.9%	0
Net Expenditure	(11,469)	(14,483)	(3,014)				
6000 plus Transfer from EMR	994						
Movement to/(from) Gen Reserve	(10,475)						
Grand Totals:- Income	0	0	0			0.0%	
Expenditure	11,469	14,483	3,014	0	3,014	79.2%	
Net Income over Expenditure	(11,469)	(14,483)	(3,014)				
plus Transfer from EMR	994						
Movement to/(from) Gen Reserve	(10,475)						

Complaint No.	Date Received	Area	Category	Details of Complaint	Actions taken	Current Status
103	31/08/2023	Non PTC land	Fly Tipping	rubbish flytipped behind 15 Cissbury Avenue	reported to fix my street	Referred

Planning & Highways Committee - Action

updated 20/9/2023

CASE NUMBER	MEETING DATE	TASK	ACTION	PERSON RESPONSIBLE	UPDATE
1	03/09/2019	Public rights of way TFG - Concrete path from Lower Hoddern 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. 5/9/23 Cllr Seabrook - the concrete path, that this is now open again so the work of the public rights of way TFG will need to resume.
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&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 & 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"> 1. carry out a survey of residents using social media. 2. identify suitable sites and complete a baseline site survey. (Max 3) and apply for licences from ESCC where appropriate. 3. identify funding sources 4. attempt to form a Wildflower Community Group 5. consult residents adjacent to the selected sites 6. Report back to the Planning & Highways Committee <p>Communications & Marketing Officer is in the process of preparing the survey.</p> <p>5/9/23 Cllr Seabrook also reported that the Wildflower verges survey is almost ready, although some adjustments are still required</p> <p>19/9/23 Marketing officer sent draft to Cllr Seabrook for final approval</p>
					<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 & ESCC Cllrs are being invited to join.</p>
4	23/05/2023	Kaner Olette Report	To go through the report and create actionable items.	TFG	

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.

25/7/23 - To monitor progress by ESCC in relation to the bus stops.

Committees &
Assistant
Projects Officer

Officers to liaise with ESCC Officers about accessibility on Pelham Rise, particularly bus stops.

5 04/07/2023

Pelham Rise Bus Stops

w/c 29/9/23 ESCC Traffic Safety site visit to Pelham Rise to discuss access to bus stops and proposal re access and shelter needs. Await response.
19/9/23 - proposed design & extras of shelter in pelham rise agreed by suppliers. just need to select colour and order will be placed. Projects officer has requested 2 colours so that the shelter is two tone to aid visually impaired bus users

