**DRAFT Minutes of the meeting of the Planning & Highways Committee meeting held in the Anzac Room, Community House on 9th April 2024 at 7.30pm**

**Present:** Cllr Campbell (Chair), Cllr Gordon-Garrett (Vice Chair), Cllr Alexander, Cllr Gallagher, Cllr Sharkey, Cllr Studd, Cllr Wood, Cllr Seabrook.

**Officers**: Vicky Onis (Committees and Assistant Projects Officer), Zoe Polydorou (Meetings & Projects Officer).

3 members of the public were in attendance.

1. **PH1920 CHAIR ANNOUNCEMENTS**

The Chair opened the meeting at 7:32pm, welcomed everyone, and briefly ran through the fire exit procedure.

1. **PH1921 PUBLIC QUESTIONS.**

There were 0 public questions.

1. **PH1922 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS**

There were no apologies for absence.

1. **PH1923 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**

There were no declarations of interest.

1. **PH1924 TO ADOPT THE MINUTES FROM THE 5th MARCH 2024**

It was proposed to accept the minutes.

Proposed by: Cllr Sharkey Seconded by: Cllr Seabrook

The Committee **resolved** to **adopt** the minutes of the 5th March 2024.

1. **PH1925 TO NOTE AND REVIEW THE COMMITTEES BUDGETARY REPORT**

Cllr Gallagher raised that some funds would be carried forward into earmarked reserves, and the Chair agreed.

The budgetary report was **noted.**

1. **PH1926 TO RECEIVE A VERBAL UPDATE FROM CLLR GALLAGHER CHAIR OF THE STEERING GROUP FOR THE NDP**

Cllr. Gallagher explained the steering group was to meet soon, where LDC’s Planning Policy Officer would update them on the extra 2 weeks consultation, and raised that the Conditions and Consultation, at the end of the Neighbourhood Plan, will be updated, as well as any comments from the examiner.

The update was **noted**.

1. **PH1927 TO AGREE TO THE RECOMMENDATIONS WITHIN THE MERIDIAN MONUMENT AND ITS SURROUNDING AREA REPORT**

The Meetings and Projects Officer introduced and explained the report is not related to the Planters, Wildflowers and Public Realm along the South Coast Road TFG.

The photo of the information board, that had since been found prior to the report being written, was shown on the screen.

Members discussed the content for the information board, as well as the monument’s cleaning schedule and funds, who owns the area surrounding the monument, along with accessibility.

The Chair confirmed that PTC has a licence for the paved area, own the benches, and the strip of grass between the paved area and Horsham Avenue is likely owed by LDC.

It was proposed that a TFG should be set up.

Proposed by: Cllr Seabrook Seconded by: Cllr Alexander

The Committee **resolved** to **agree** to set up a TFG.

It was agreed the Meridian Monument and Area TFG members would be Cllr. Seabrook, Cllr Campbell, and that other Committee members and all other Councillors are to be emailed a membership invite to the TFG.

Cllr. Studd agreed to send monument cleaning costs to the relevant Officer, and that the TFG will report back at the next meeting.

1. **PH1928 TWO-WEEK EXTRA CONSULTATION ON NEIGHBOURHOOD PLAN: TO NOTE THE CHANGES IN THE DECEMBER NPPF AND DISCUSS, BEFORE THE STEERING GROUP Q&A WITH LDC PLANNERS**

Cllr Seabrook thanked the Chair and Vice Chair for the detailed work on the report.

Cllr. Gallagher agreed that a lot of work had gone into the report, and expressed interest in items 13 & 14, summarising that there are times when certain development cannot be overridden by Town Councils.

The changes were **noted.**

1. **PH1929 TO NOTE THE VERBAL REPORT ON BEE ROAD JUNCTION WITH CHALKERS RISE**

The Chair explained that the absence of a fence is causing an issue, particularly at the end of Bee Road, that discussions were taking place, but that there was currently no conclusion to report.

The report was **noted**.

1. **PH1930 TO NOTE THE REPORT ON AIR QUALITY MONITORING AND AGREE THE APPROPRIATE AUTHORITY IS REQUESTED TO PLACE AN AIR QUALITY MONITORING DEVICE BETWEEN THE DELL PARK AND THE A259 ALIGNED WITH THE PLAYGROUND**

The Meetings and Projects Officer introduced the report.

The Chair raised that there is concern over the air quality at the playground.

Cllr. Seabrook queried the results from the current diffusion tubes along the A259, to which Cllr. Gallagher clarified there is no issue with air quality, and that it is expensive to install the device.

Cllr. Seabrook and Cllr. Gallagher suggested a handheld device.

Cllr. Seabrook raised that the costs need to be investigated.

Cllr. Alexander suggested the importance of monitoring the area before the new playground equipment at The Dell is installed, and it was suggested by the Chair that an existing device could be moved to the playground area in view of cost.

20:00 - Standing Orders were suspended.

District Councillor O`Connor suggested they would send contact details of an air quality contact at LDC to the Meetings and Projects Officer. And there was a brief general discussion around air quality monitoring.

20:02 - Standing orders were reinstated.

Cllr. Gallagher suggested the option of planting hedging.

Cllr. Seabrook raised that a device may alarm visitors to the park.

Meetings and Projects Officer to contact the air quality Officer about the various items discussed at LDC and report back to Committee.

20:04 - 3 attendees left.

The report was **noted.**

1. **PH1931 TO RECEIVE UPDATES FROM TASK & FINISH GROUPS (TFGs):**

**a. Planters, Wildflowers and Public realm along South Coast Road**

Cllr Gallagher explained this is also on the Action Plan, and the two need to co-ordinate.

The Meetings & Projects Officer is arranging a meeting to look at the Kaner Olette Report.

It was discussed that the planters are now being advertised for adverts, so the Chair suggested ‘planters’ is removed from the TFG name.

**ii. Public Safety Group**

Cllr. Seabrook confirmed there had not been another meeting since the last one reported.

**iii. Rights of way**

Cllr. Gordon-Garrett confirmed there had not been another meeting since the last one reported.

**iv. Grass – cutting contract**

The Chair explained this had not started.

Cllr. Alexander raised that the new ESCC contract is with IdVerde.

20:06 1 attendee re-joined the meeting.

1. **TO COMMENT on the following Planning applications as follows:-**

**PH1932** LW/23/0749 3a Capel Avenue Peacehaven

Members discussed the type of windows, and their position, and it was raised that LDC Officers would check the 45-degree rule.

It was proposed to make no comment.

Proposed by: Cllr Studd Seconded by: Cllr Wood

The Committee **resolved** to **make no comment** on this application.

**PH1933** LW/24/0147 5 Highsted Park Peacehaven

Related photos were displayed on the screen.

The current outbuilding was generally discussed, including its quality, type, being beyond the settlement boundary, and it was mentioned that TPOs trees might have been cut down.

The Chair suggested five conditions if members did decide not to oppose the application:-

1. Check that existing foundations are already adequate.
2. The wooden exterior to be retained.
3. That it remains part of the existing dwelling and further habitable construction is never permitted on the site (with no permitted development per Policy DM 5).
4. That there is no window on the northern side of building, as this would affect dark skies policy.
5. If the TPO has already been violated, more trees are to be planted.

It was proposed to oppose this application on the basis that it was outside the settlement boundary, and breached policies DM1-12 and PT1.

Proposed by: Cllr Gallagher Seconded by: Cllr Gordon-Garrett

The Committee **resolved** to **oppose** this application.

Cllr Sharkey abstained.

The Chair proposed the 5 conditions as mentioned be applied should permission be granted.

Proposed by: Cllr Campbell Seconded by: Cllr Wood

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

20:24 – 1 attendee left.

**PH1934** LW/23/0395 1 Bramber Avenue Peacehaven

 The Chair summarised the item.

It was proposed to support the application.

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

The Committee **resolved** to **agree** to **support** the application.

It was requested that LDC Officers to look into the problem of the closing of the parking space in the house next door, who is the same owner.

**PH1935** LW/24/0208 244 South Coast Road Peacehaven

It was proposed to support this application.

Proposed by: Cllr Seabrook Seconded by: Cllr Gordon-Garret

The Committee **resolved** to **agree** to **support** the application.

**13 TO NOTE the following Planning decisions**

**PH1936** LW/24/0183/CD 35 Horsham Avenue Peacehaven

The Planning decision was **noted**.

**14. PH1937 TO NOTE PLANNING & HIGHWAYS COMPLAINTS**

The Committee **noted** this.

1. **PH1938 TO REVIEW & UPDATE THE P&H ACTION PLAN AND AGREE ANY ACTIONS REQUIRED.**

The Chair suggested updates to the items are made with an Officer prior to the next meeting.

Cllr. Gallagher mentioned the next ‘Wildflowers and Public Realm along the South Coast Road’ TFG meeting, and other factors, that may help move the action plan forward.

The Chair requested an Officer contact Cllr. Fabry to find out about EV Chargers.

**16. PH1939 TO AGREE DATE FOR THE NEXT MEETING TUESDAY 7TH MAY 2024**

The next meeting was **confirmed** as Tuesday 7th May 2024 at 7.30pm.

*There being no further business the meeting ended at 20:33.*