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**DRAFT Minutes of the meeting of the Planning & Highways Committee meeting held in the Anzac Room, Community House on 19<sup>th</sup> November 2024 at 7:30pm.**

**Present:** Cllr Gordon-Garrett (Chair), Cllr Campbell (Vice Chair), Cllr Studd, Cllr Gallagher, Cllr Sharkey, Cllr Davies  
**Officers:** Zoe Polydorou (Meetings & Projects Officer), Vicky Onis (Civic, Governance and Support Officer)

2 members of the public were in attendance.

**1. PH2136 CHAIR ANNOUNCEMENTS**

The Chair opened the meeting at 19:30, ran through information on civility and respect, the fire exit procedure, asked for phones to be switched off, announced the meeting was being recorded, and invited public questions during the public session only.

**2. PH2137 PUBLIC QUESTIONS.**

There was 1 public question where it was explained there was a BSIP award of £10M for the new financial year, and whether there was a measure of what bus improvements committee would like to see in Peacehaven. The questioner handed out a prepared paper on encouraging and improving public transport usage, and suggested committee may like to put forward BSIP suggestions to ESCC.

Cllr Gallagher queried the timescale of the BSIP award, where the questioner confirmed it was for the new financial year.

The Chair thanked the resident and suggested the item be on the next P&H agenda, and asked that the questioner keep committee updated on the item.

**3. PH2138 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS**

There were no apologies for absence.

**4. PH2139 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**

There were no declarations of interest.

**5. PH2140 TO ADOPT THE MINUTES FROM THE 22ND OCTOBER 2024**

Proposed by: Cllr Studd      Seconded by: Cllr Davies

The Committee **resolved** to **adopt** the minutes.

**6. PH2141 TO ADOPT THE MINUTES FROM THE 7TH NOVEMBER 2024**

Proposed by: Cllr Davies      Seconded by: Cllr Studd

The Committee **resolved** to **adopt** the minutes.

**7. PH2142 TO NOTE AND REVIEW THE COMMITTEES BUDGETARY REPORT**

Cllr Gallagher queried if the benches underspend would be ear marked, and Cllr Campbell expressed it would be. Cllr Campbell suggested the noticeboards underspend be earmarked too.

The report was **noted**.

**8. PH2143 TO AGREE 25/26 BUDGET**

Cllr Campbell shared and clarified the updated draft budget that included an advertising income.

It was proposed to agree to the draft 25/26 budget

Proposed by: Cllr Gallagher      Seconder: Cllr Sharkey

Committee resolved to **agree** the draft 25/26 budget.

**9. PH2144 UPDATE OF NEIGHBOURHOOD DEVELOPMENT PLAN (NDP) FROM CLLR GALLAGHER CHAIR OF THE STEERING GROUP FOR THE NDP**

Cllr Gallagher updated committee that the habitat assessment was still being waited for, and that a full report would be brought to Full Council on 10<sup>th</sup> December.

The report was **noted**.

**10. PH2145 TO NOTE THE REPORT - MONUMENT AND AREA TFG**

The report was **noted**.

**11. PH2146 TO NOTE REPORT - BENCHES ALONG THE A259**

Cllr Davies requested a grounds team programme of works and a full report of what was being done to the benches, from now to next year, and expressed that the benches should not have reached this state of disrepair. Members agreed that a benches renovation timeframe be brought to the next committee.

Cllr Campbell raised that a grounds team timetable of its works was presented to the council around 1 year ago. The report was **noted**.

**12. PH2147 TO DECIDE URBAN GRASS CUTTING 2025**

Cllr Campbell requested the Projects Officer check that the grass cutting for 2025 would include all the locations that it should include.

Members discussed the importance of managing the correct timings of next year's cuts.

Cllr Davies expressed the issue with grass not being cut, and long grass through benches.

It was proposed to support option 2.

Proposed by: Cllr Campbell Seconded by: Cllr Davies

All in **favour**.

Cllr Davies expressed the need for the grass cutting schedule to be shared with the community once the schedule was confirmed and for it to be added to the noticeboards.

Cllr Campbell commented there was a plan to work with the PR Officer in March 2025, to share with residents the reasoning behind deciding upon this grass cutting option, and that the new suggested revised schedule must be prioritised with ESCC.

**13. PH2148 TO RECEIVE UPDATES FROM TASK & FINISH GROUPS (TFGs):**

**a. Public Safety Group**

The Civic, Governance and Support Officer updated Committee that a meeting was being held at Peacehaven Heights Academy School on Thursday 21<sup>st</sup> November, and that the next meeting at Community House was being held on 26<sup>th</sup> November.

The update was **noted**.

**b. Rights of way**

Cllr Campbell updated committee that more research was being carried out, and that the TFG was progressing.

The update was **noted**.

**c. Grass – cutting contract**

The Chair expressed this item was discussed at item PH2147.

The update was **noted**.

20:00 1 member of the public left the meeting.

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

PH2149 LW/24/0687 28 Seaview Road Peacehaven

It was proposed to support the application, and requested if the old drive could be replaced with a grass verge and the drop kerb removed.

Proposed by: Cllr Gallagher Seconded by: Cllr Davies.

All in **favour**.

**15. TO NOTE the following Planning decisions**

PH2150 LW/24/0560 204 South Coast Road  
The planning decision was **noted**.

PH2151 LW/24/0313 124 The Promenade  
The planning decision was **noted**.

**15. PH2152 TO NOTE THERE ARE NO NEW COMPLAINTS - PLANNING & HIGHWAYS COMPLAINTS**

It was expressed that there were complaints that had been sent out as a supplementary paper. Cllr Campbell commented on street lighting failures on the Chalkers Rise estate, explained that a full email would be provided to Officers, and asked for the issue to be added to the P&H complaints list. Cllr Davies expressed the issue should be raised with ESCC, and the two County Councillors Cllrs Christine Robinson and Chris Collier, whereby Cllr Campbell agreed she kept them updated.

The issue surrounding Dorothy House drainage and the wider drainage issue was raised, and it was clarified that the Town Clerk had approached Cllr Robinson.

The complaints were **noted**.

**16. PH2153 TO REVIEW & UPDATE THE P&H ACTION PLAN AND AGREE ANY ACTIONS REQUIRED.**

No actions were needed.

**18. PH2154 TO AGREE DATE FOR THE NEXT MEETING TUESDAY 3RD DECEMBER 2024 AT 6.15PM  
(Planning Applications only)**

Members expressed they may confer a time change with Officers.

The date was **noted**.

*There being no further business the meeting ended at 20:13*