

George Dyson
Town Clerk

☎ (01273) 585493
✉ TownClerk@peacehaventowncouncil.gov.uk



Community House,
Meridian Way,
Peacehaven,
East Sussex,
BN10 8BB.

Minutes of the Planning & Highways Committee meeting held in the Anzac Room, Community House on Tuesday 15th April 2025 at 6.15pm

Present: Cllr Gordon-Garrett (Committee Chair), Cllr Campbell (Committee Vice-Chair), Cllr Sharkey, Cllr Donovan, Cllr Rosser, Cllr Gallagher.

Officers: George Dyson (Town Clerk).

No members of the public were in attendance.

1 PH2274 CHAIR ANNOUNCEMENTS

The Chair opened the meeting at 6.15pm, welcomed members, read out a statement on Civility & Respect, briefly ran through the building fire procedures, advised that the meeting is being recorded for internal use, and requested that mobile phones be put onto silent.

2 PH2275 PUBLIC QUESTIONS - *There will be a 15-minute period whereby members of the public may ask questions on any relevant Planning & Highways matter.*

There were no public questions.

3 PH2276 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS

Apologies were received from Cllr Davies.

Cllr Studd was also absent.

4 PH2277 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS

There were no declarations of interest.

5 PH2278 TO ADOPT THE MINUTES FROM THE 25TH MARCH 2025

Proposed by: Cllr Campbell **Seconded by:** Cllr Sharkey

The minutes of 25th March 2025 were **agreed** and **adopted**.

6 TO COMMENT on the following Planning application as follows:-

PH2279 LW/25/0152 - 82A Arundel Road

There was a brief discussion about whether the development could lead to any overshadowing and the impact on the neighbouring properties.

It was proposed that Committee support the application, conditionally that Lewes District Council Officers ensure that there are no negative impacts of overshadowing.

Proposed by: Cllr Rosser

Seconded by: Cllr Campbell

Committee **resolved** to **support** this proposal by majority, with one abstention.

PH2280 LW/25/0193 - 6 Outlook Avenue

There was a lengthy debate about the application, with concerns about the proposed development, whilst also highlighting the merits of the application with the design in keeping with the existing building.

It was proposed that Committee support the application, subject to Lewes District Council Officers confirming that the development does not breach policy DM1 due to it being outside of the settlement boundary, and as per the Secretary of State article 4 direction.

Proposed by: Cllr Gallagher Seconded by: Cllr Rosser
Committee **resolved** to **support** to this proposal by majority vote, with one against, and one abstention.

7 TO NOTE the following Planning decisions

PH2281 Planning Inspectorate Ref APP/P1425/W/25/3361300 - 327 South Coast Road

Committee **noted** the appeal to the Planning Inspectorate.

PH2282 LW/25/0133/CD - 25 Phyllis Avenue

Committee **noted** the discharge of condition application.

7 PH2283 TO AGREE DATE FOR THE NEXT MEETING TUESDAY 6TH MAY 2025 AT 7.30PM

The next meeting was confirmed as 6th May 2025 at 7:30pm.

There being no further business, the meeting was closed at 18:44

Detailed Income & Expenditure by Budget Heading 29/04/2025

Month No: 1

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 & Highways</u> | | | | | | | |
| 1022 Planter Advertising | 0 | 1,100 | 1,100 | | | 0.0% | |
| 1051 A1 Boards | 0 | 1,100 | 1,100 | | | 0.0% | |
| Planning & Highways :- Income | <u>0</u> | <u>2,200</u> | <u>2,200</u> | | | <u>0.0%</u> | <u>0</u> |
| 4851 Noticeboards | 0 | 650 | 650 | | 650 | 0.0% | |
| 4852 Monument & War Memorial | 0 | 600 | 600 | | 600 | 0.0% | |
| 4853 Street Furniture | 0 | 600 | 600 | | 600 | 0.0% | |
| 4854 Maps / Right of Way | 0 | 500 | 500 | | 500 | 0.0% | |
| Planning & Highways :- Direct Expenditure | <u>0</u> | <u>2,350</u> | <u>2,350</u> | <u>0</u> | <u>2,350</u> | <u>0.0%</u> | <u>0</u> |
| 4101 Repair/Alteration of Premises | 0 | 2,500 | 2,500 | | 2,500 | 0.0% | |
| 4111 Electricity | 0 | 2,500 | 2,500 | | 2,500 | 0.0% | |
| 4171 Grounds Maintenance Costs | 0 | 500 | 500 | | 500 | 0.0% | |
| 4850 Grass Cutting Contract | 0 | 16,178 | 16,178 | | 16,178 | 0.0% | |
| Planning & Highways :- Indirect Expenditure | <u>0</u> | <u>21,678</u> | <u>21,678</u> | <u>0</u> | <u>21,678</u> | <u>0.0%</u> | <u>0</u> |
| Net Income over Expenditure | <u>0</u> | <u>(21,828)</u> | <u>(21,828)</u> | | | | |
| Grand Totals:- Income | 0 | 2,200 | 2,200 | | | 0.0% | |
| Expenditure | 0 | 24,028 | 24,028 | 0 | 24,028 | 0.0% | |
| Net Income over Expenditure | <u>0</u> | <u>(21,828)</u> | <u>(21,828)</u> | | | | |
| Movement to/(from) Gen Reserve | <u>0</u> | <u>(21,828)</u> | <u>(21,828)</u> | | | | |

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| | | | |
|----------------------|--------------------------------|---------------------|---|
| Committee: | Planning & Highways | Agenda Item: | PH2291 |
| Meeting date: | 6 th May 2025 | Authors: | Committees and Assistant Projects Officer |
| Subject: | Overgrown and uneven pavements | | |
| Purpose: | TO NOTE | | |

Recommendation(s):

To alert residents to the procedure of reporting Highways issues.

1. Background

At the Annual Town Meeting on the 22nd April it was raised by a resident that the pavements around Peacehaven are dangerous with potential trip hazards and also encroaching verges and hedges. This reduces access and means users may have to step out into the road.

2. Options for Council

Peacehaven Town Council can update social media and the website to remind residents how to report areas of concern via ESCC Highways portal or Fix my street.

3. Reason for recommendation

If the resident reports the area of concern directly themselves, they will receive a reference number and will also be emailed with updates and will have direct contact with ESCC to submit pictures.

<https://live.eastsussexhighways.com/report-problem>

<https://www.fixmystreet.com/>

4. Expected benefits

a. The community

More areas of concern reported straight away when spotted, this will speed up the process of resolving issues.

b. The environment

Safer pathways for all

c. Other

5. Implications

| | |
|--------------------------------------|---|
| 5.1 Legal | |
| 5.2 Risks | To reduce the risk of incidents and accidents |
| 5.3 Financial | Officer time to promote |
| 5.4 Time scales | PR Officer time to promote |
| 5.5 Stakeholders & Social Value | Increase public empowerment |
| 5.6 Contracts | |
| 5.7 Climate & Sustainability | |
| 5.8 Crime & Disorder | Improved area to help improve Town pride & drive down crime |
| 5.9 Health & Safety | Improve safety for residents using pavements |
| 5.10 Biodiversity | |
| 5.11 Privacy Impact | |
| 5.12 Equality & Diversity | Improve access for all |

6. Appendices

| | Date Received | Method of contact | Area | Category | Details of Complaint | Actions taken | Current Status | Days taken to close |
|-----|---------------|-------------------|--------------|-----------------|--|---|------------------|---------------------|
| | 11/03/2025 | In Person | Non PTC land | Health & Safety | multiple reports of vans parking on the pavement outside of building works next to star fuels, south coast road, causing safety issues as residents having to step out into the road. | VO has arranged for Cllr Davies to have a teams call with ESCC Steward to address the concerns | Referred to ESCC | |
| 587 | 04/04/2025 | Email | Non PTC land | Misc/Other | skip full of rubbish on the Barratts land close to the infiltration pond at Pipit's Way, Chalkers Rise. Reports from residents that Barratts have said it's nothing to do with them and should be dealt with by the Council. . The contents looked very much ilke household rubbish, not contractors'. | VO contacted BDW Homes and they apologised and realised it was theirs. Has now been removed. | Closed | 6 |
| 588 | 07/04/2025 | Email | Non PTC land | Abandoned Car | Abandoned car, and two caravans at the bottom of The Highway | Neighbourhood First contacted and confirmed they know about the car, and it is now a legal issue with enforcement. With regards to the caravans, the Neighbourhood First team are also aware of this, and will be sending photos from the site to ESCC's UE enforcement team. | Referred | |
| 589 | 22/04/2025 | In Person | Non PTC land | Grass verges | Generally around PH, grass verges are overgrowing across pavements and causing inaccessibility issues. In addition, weeds are growing around kerbs, and making areas look very scruffy. | Placed on the P&H Committee agenda residents informed that these issues can be reported via fix my street or the ESCC Highways portal. PTC can also follow up but need specific locations and pictures. | Open | |
| | 22/04/2025 | In Person | Non PTC land | Misc/Other | lack of benches at Friars Bay steps which are much larger than Bastien steps where they have a bench | | Open | |
| | 28/04/2025 | Phone | Non PTC land | Misc/Other | reports of caravans parking on private land at the bottom of Rushy Hill. | | | |
| | 28/04/2025 | Phone | Non PTC land | Misc/Other | escs travellers liason has reported that as the Unauthorised Encampment is situated on private land, we would need the landowner to contact us as we cannot act without authority from the landowner | reported to ESCC who are already aware. | Closed | |

| Planning & Highways Committee - Action Plan | | | |
|---|--------------|--|--|
| CASE NUMBER | MEETING DATE | TASK | UPDATE |
| | | ACTION | PERSON RESPONSIBLE |
| 1 | 09/08/2022 | Speed activated sign/ Speed Strip For the Public Safety TFG to investigate, about the speed activated sign, and report back to the P&H Committee. | Committees & Assistant Projects Officer Projects Officer |
| | | | <p>Next meeting date set for 16th September - Still no attendance from the schools. Schools have been sent information on Ellie Thornton foundation where grants of £500 are available to improve the safety of children entering and exiting schools. Road Safety Officer Steve O'Connell will be shortly visiting schools to discuss as no attendance at the public safety meetings.</p> <ul style="list-style-type: none"> Need more volunteers to support speed checks, so that data can be collated for the purchase of a SID. Need volunteers and data in order to purchase a SID we need regular data to prove problem areas. PTC have advertised for volunteer's numerous times along with 2 speed watch presentations held by police traffic officer Steve O'Connell. Only 2/3 residents attended the sessions and didn't volunteer. Another option to speed along this process would be to purchase a speed trap which can be set up to record the speed of cars for a week 24/7. The approx. cost will be £500 - projects officer investigating operation downway - drones will be used to combat anti social bikes and used across fields and areas Clir Gordon-Garret has been out speedwatching when enough volunteers to support. not enough volunteers. 28/04 The public safety Group are looking at a Black Cat device. This is a mobile device which can track amount of road users and the speeds. Funding can be sort from JAG or the Policing fund. Other funding is being researched. |
| 2 | 26/02/2024 | EV Chargers | <p>10/3/24 1st phase of installations in LDC have taken place with a company called Connected Kerbs. Peacehaven is likely to be in the 2nd Phase possibly the Lewes District car parks. Roderick Ave North, Piddinghoe Ave and Steyning ave. The LDC Officers want to evaluated the installation to make sure all satisfactory before proceeding with Phase 2 22/10 Clir Sharkey updated committee on a meeting held with LDC about EV Chargers, who were looking at Steyning Avenue, and Piddinghoe Avenue as two possible locations</p> <p>Dorothy House, a sheltered housing scheme for vulnerable people of retirement age and older, complained the property had been flooded 12 times, including with human waste, inside and outside the property between 2005 to 2024, due to a broken East Sussex Highway's drainage pipe</p> <p>13/12/24 - update from Clir Robinson - drainage team are currently working to identify a practicable solution to these problems and a decision on the next steps can be expected by the end of next week. I have asked your Stakeholder Liaison Officer, Wayne Gibbs, to provide you with a more substantive response on this, once the decision has been made.</p> <p>6/1/25 update from Clir Robinson from ESCC I understand the drainage team has identified a solution and a provisional design, however the point for the drainage system is currently located under the play equipment at 'The Big Park'. To avoid any unnecessary disruption to the park the drainage team have been asked to explore alternative options. I will follow this up with the drainage team when they return from the Christmas break next week and ask the Officer to update you</p> <p>VO has updated the manager of Dorothy House.</p> <p>13/1 update from ESCC Drainage team - I am writing to confirm that we plan to return in approximately 10-12 weeks to carry out the necessary repairs to the drainage assets at Dorothy House.</p> <p>The work will involve excavating to reach a concrete pipe approximately 6 metres below the surface. Temporary ground support will be installed to ensure safety during the excavation. Robotic cutting equipment will then be used to access the top of the pipe. A 3-metre-long liner will be installed to repair the damaged pipe. The liner will be secured in place with an access chamber will be placed at the same location. For safety reasons, this chamber will remain 500mm below ground level, given its location in an open space, but it will be recorded on the asset list for future reference.</p> <p>The planned works aim to minimise disruption to the play area. Access will be via the bridle path, with a temporary track leading to a compound near the football pitch for storing equipment, machinery, and welfare facilities. Once the works are complete, grassed areas will be reseeded and restored</p> <p>Parks Officer has met with ESCC on site and discussed work to be carried out. PR Officer will add to social media etc when we have received a date.</p> <p>23/4 The Parks officer has reported that work will be finished by end of week and they will confirm when complete. The Manager of Dorothy House emailed to say there were no further problems after the heavy rain on the 22/4.</p> <p>Map sent by ESCC highlighting all urban verges for 2025 cuts which will now include verges between Blakeney Ave and Chene Road</p> |
| 3 | 22/10/2024 | Drainage at Dorothy house | <p>* CGS officer has emailed Clir Collier & Robinson with the timeline provided by Manager of Dorothy House (Clir Collier absent until 4/11)</p> |
| 4 | 19/11/2024 | Urban Verge Grass Cutting | <p>Check that the grass cutting for 2025 would include all the locations that it should include.</p> <p>Projects Officer</p> |

