

TELSCOMBE TOWN COUNCIL



Minutes of a remote meeting of the **PLANNING & HIGHWAYS COMMITTEE** held on Monday 18th May 2020 at 7.30 pm.

PRESENT: Councillors D Brindley *Deputy Mayor*, C Cheta, G Hill, D Judd, L Mills, C Robinson *Vice Chairman* & I Sharkey *Mayor*

Also Present: Bianca Buss, Amenities Officer (*minutes*)
Cllr C Gallagher

2558. PUBLIC QUESTION TIME

There were no members of the public present.

2559. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies were received from Cllr Harris who was unable to access the video conference platform and Cllr Clarkson for personal reasons, which were accepted by the Committee.

2560. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST

Cllr Mills declared an interest in Agenda Item 6, ratification of planning application LW/20/0173 2 Buckhurst Road, as the property owner is a personal friend of hers.

2561. TO APPROVE & SIGN MINUTES OF THE MEETING HELD ON MONDAY 16th MARCH 2020

The Committee considered the minutes of the meeting and it was proposed by Cllr Judd, seconded by Cllr Brindley and unanimously **RESOLVED** that they were a true record of the proceedings and were signed by the Vice-Chairman Cllr Robinson.

2562. TO NOTE THE FOLLOWING PLANNING APPLICATION DECISIONS

LW/19/0855 – 37 Gorham Way, Telscombe Cliffs BN10 7BA

Alterations to existing dwelling and conversion to two houses (alterations previously approved under application numbers LW/19/0477 and LW/19/0678)

Lewes DC **GRANTS PERMISSION**

Telscombe's Planning & Highways Committee **OBJECTED** to the application

LW/20/0045 – 3 The Esplanade, Telscombe Cliffs BN10 7HG

Change of use to allow short-term holiday letting, along with minor external alterations to the building

Lewes DC **GRANTS PERMISSION**

Telscombe's Planning & Highways Committee **OBJECTED** to the application

LW/20/0053 – 27 Warren Way, Telscombe Cliffs BN10 7DL

Conversion of garage into habitable room

Lewes DC **GRANTS PERMISSION**

Telscombe's Planning & Highways Committee **SUPPORTED** the application

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2562. To note the following planning application decisions (Contd)

LW/20/0063 – 22 Rye Close, Saltdean BN2 8PP

Side extension

Lewes DC **GRANTS PERMISSION**

Telscombe's Planning & Highways Committee **SUPPORTED** the application

LW/20/0074 – 11 St Peters Avenue, Telscombe Cliffs BN10 7DO

Conversion of existing bungalow, with the addition of conservatories, to create 1 No. 2 bedroom unit and 1 No one bedroom unit

Lewes DC **GRANTS PERMISSION**

Telscombe's Planning & Highways Committee **SUPPORTED** the application

LW/20/0087 – 71 Cissbury Crescent, Saltdean BN2 8RH

Internal alterations and rear single storey extension

Lewes DC **GRANTS PERMISSION**

Telscombe's Planning & Highways Committee **SUPPORTED** the application

LW/20/0103 – 43 Fairlight Avenue, Telscombe Cliffs BN10 7BS

Single storey side extension

Lewes DC **GRANTS PERMISSION**

Telscombe's Planning & Highways Committee **SUPPORTED** the application

LW/20/0173 – 2 Buckhurst Road, Telscombe Cliffs, East Sussex. BN10 7AH

Demolition of existing garage and construction of a single storey side extension.

Lewes DC **GRANTS PERMISSION**

Telscombe's Planning & Highways Committee **SUPPORTED** the application

The Committee noted the planning decisions above. Cllr Robinson reported that the Town Council's comments are taken into consideration when applications are decided at District level. Recently an application was objected to by Telscombe Town Council yet was approved by Lewes District Council. Cllr Robinson highlighted that although the decision was approved, this was due to the original plans changing following comments made by Telscombe Town Council.

2563. TO RATIFY PLANNING APPLICATION DECISIONS MADE BY TELSCOMBE TOWN COUNCIL

Due to the lockdown caused by Corona Virus, the Planning & Highways Committee meeting scheduled for 6th April 2020 was cancelled. Two planning applications had previously been received by Lewes District Council, so the Amenities Officer contacted Councillors for their comments on the following two applications:

LW/20/0153 - 43 Cissbury Crescent, Saltdean, BN2 8RH

Loft conversion with rear dormer and 2no rooflights to front elevation

LW/20/0173 - 2 Buckhurst Road, Telscombe Cliffs, BN10 7AH

Demolition of existing garage and construction of a single storey side extension

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2563. To ratify planning application decisions made by Telscombe Town Council (Contd)

A majority of 6 Councillors responded, all supporting the two applications, so the Amenities Officer advised Lewes District Council. This action was **RATIFIED** by the Committee.

2564. NEIGHBOURHOOD PLAN UPDATE

Cllr Gallagher told the Committee that she will give a full report at the full Council meeting, but did confirm that the group had support from volunteers in the community. Cllr Gallagher advised that the next step will be progressing the planning side and setting policy and suggested that the Planning Committee may want to get involved. The steering group meet every second Thursday of the month and members of the public are invited to attend.

2565. TO RATIFY DECISION FOR A DEFIBRILLATOR TO BE ADDED TO A TELEPHONE KIOSK IN TELSCOMBE VILLAGE

The Amenities Officer's report was discussed by the Committee. BT had received a request from the Gorham's Gift Trust to adopt the telephone kiosk in Telscombe Village so that it could have a defibrillator installed. The Amenities Officer emailed the Committee asking if they had any comments or objections and received comments of support from 6 Councillors, which was a majority response. As BT only wanted contact if the Town Council had objections, the Amenities Officer did not make further contact with them. This was **RATIFIED** by the Committee.

2566. UPDATE ON WILDFLOWER GRASS VERGES

The Amenities Officer updated the Committee on the current progress of the wildflower grass verges. She reported that contact had been made with East Sussex County Council, who were happy that the areas be designated wildflower verges. The grass contractor had also been advised to stop cutting in the designated locations so that the wildflowers are left to grow. She also confirmed that she had spoken to a resident who was happy to carry out the monthly checks on the sites to see what is growing. It was proposed by Cllr Robinson, seconded by Cllr Sharkey and unanimously **RECOMMENDED** that the baseline survey is carried out by the resident in question, but that the Town Council pay for their travel expenses to travel to the locations.

2567. TO RATIFY DECISION FOR A WILDFLOWER VERGE AT CROWBOROUGH ROAD, E SALTDEAN

Following the Planning & Highways Meeting on 16th March, Cllr Gallagher asked the Amenities Officer if the wildflower verge at Crowborough Road, East Saltdean, had been approved by the Committee. Upon checking previous minutes, it was noted that the location had not been approved so the Amenities Officer emailed the Committee to ask if they would support or reject this location, which includes the grass verge behind the bus shelter. A majority response was provided by 5 Councillors, all of whom gave support to this location. This decision was **RATIFIED** by the Committee. Cllr Robinson requested that all locations are marked on a map alongside trees planted on the verges for the Committee to note. The Amenities Officer confirmed she would action this.

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2568. TO APPROVE ESCC'S MEMORANDUM OF AGREEMENT FOR GRASS VERGE CUTTING

The Amenities Officer's report on the East Sussex County Council's Memorandum of Agreement was discussed by the Committee. It was proposed by Cllr Sharkey, seconded by Cllr Cheta and unanimously **RECOMMENDED** that the Town Clerk signs the Memorandum of Agreement from East Sussex County Council.

2569. TO NOTE THE 'ROADS IN THE SOUTH DOWNS' DOCUMENT PRODUCED BY SDNPA

The 'Roads in the South Downs' document, highlighting future projects within the South Downs was noted by the Committee.

2570. TO APPROVE ESCC STREET LIGHTING MAINTENANCE AGREEMENT

The Amenities Officer confirmed that East Sussex Highways had sent the Town Council a new maintenance agreement for street lighting. The agreement is renewed annually each April and covers general faults at a cost of £25 per street light x 26 street lights. It was noted that the rate had not increased in the last 2 years. It was proposed by Cllr Brindley, seconded by Cllr Sharkey and unanimously **RECOMMENDED** that the agreement is signed by the Town Clerk for the continued maintenance of the Town Council owned street lights.

2571. BRIDLEWAY 8 GATE UPDATE

The Amenities Officer's report was discussed by the Committee. Key holders were written to in February to advise that the policy had been reviewed and they were invited to re-apply for a key by the deadline of Saturday 19th April 2020. Due to the current pandemic, the gate has since been locked open for the safety of residents and the risks associated with handling the gate and padlock. It was proposed by Cllr Robinson, seconded by Cllr Hill and unanimously **RECOMMENDED** that the installation of a new padlock is delayed until things improve and that the Amenities Officer writes to all the key holders to advise them that the implementation has been put on hold.

2572. TO CONSIDER QUOTATION TO REPAIR DAMAGE TO THE BUS SHELTER AT AMBLESIDE AVENUE (Northern End)

The Committee discussed the Amenities Officer's report concerning the damage to the bus shelter at the top of Ambleside Avenue. GW Shelter Solutions advised that the bowing pane was likely to have been caused by vandalism and would unfortunately not be covered under warranty. It was proposed by Cllr Brindley, seconded by Cllr Judd and unanimously **RECOMMENDED** that the quotation of £190 + VAT from GW Shelters to bend back the extrusion be accepted.

2573. ACTION LIST

The action list was noted as follows:

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2573. Action List (Contd)

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
22.5.19	Min 2383, p 2979 – Urgent Matters (40 Ambleside Avenue planning breach)	BB	Bianca has been unable to receive an update concerning the breach so has contacted Cllr O'Connor to escalate.	July 2020
28.10.19	Min 2474, p 3065 – Urgent Matters (Overgrown hedges Bannings Vale and Hamsey Road).	BB	Cllr Judd conf hedge not cut back at Hamsey Road. ESH confirmed on 24.4.20 that Highway Steward will re-visit location.	June 2020
18.11.19	Min 2485, p 3079 – Urgent Matters (Brambles encroaching joint path and cycle way on A259)	BB	ESH have inspected the site & noted that it is not at a level that is causing safety issues for users.	Completed
13.1.20	Min 2518, p 3112 – Urgent Matters (request for parking signs at Kirby Drive)	BB	Steve O'Connell will visit site shortly re signage.	July 2020
3.2.20	Min 2529, p 3133 – To consider a tree scheme for Telscombe residents	BB	Scheme to be taken forward after lockdown. Advertising done via social media with positive responses - 30 expressions of interest received.	July 2020
3.2.20	Min 2531, p 3135 – Urgent Matters (16 The Esplanade)	BB	Jennifer Baxter confirmed on 17.2.20 that she is contacting LDC's legal team as the summerhouse has still not been removed.	July 2020
16.3.20	Min 2547, p 3151 – To consider a bus shelter request at Bannings Vale	BB	BB & CR to draft letter to residents in local area. Expression of interest for CIL funding now open – need to submit ASAP & draw up a project outline.	July 2020
16.3.20	Min 2552, p 3153 – Planning application comparison report	BB	Report comparing LDC's decisions against TTC's to be compiled & placed on agenda for September.	Sept 2020
16.3.20	Min 2553, p 3153 – Wildflower Grass Verges	BB	An agenda item has been added to this meeting.	Completed
16.3.20	Min 2555, p 3155 – Urgent Matters (shed at Martlet House, 10 Bannings Vale)	BB	LDC have set up an enforcement case to this query, ref EN/20/0059. Awaiting reply.	July 2020

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2573. Action List (Contd)

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
16.3.20	Min 2555, p 3155 – Urgent Matters (Bridleway Gate 8 resident query)	BB	Bianca emailed the resident & confirmed no exceptions will be made to the policy.	Completed

To consider a bus shelter request at Bannings Vale – The Amenities Officer confirmed that she would get an up to date estimate for the bus shelter and installation costs, and will bring this to the next meeting, alongside the CIL Expression of Interest form.

Urgent Matters (10 Bannings Vale) – Cllr Judd asked for an update. The Amenities Officer confirmed there had been no update given but she would chase Lewes District Council.

2574. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING OR ADDING ON A FUTURE AGENDA

Cllr Mills reported that the pathway outside Channel Grange has vegetation encroaching. The Amenities Officer confirmed she would check the area and report to East Sussex Highways.

2575. EXCLUSION OF PRESS AND PUBLIC

It was unanimously **RESOLVED** to exclude the Press and Public from the meeting during consideration of the following items pursuant to section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted.

2576. TO CONSIDER BRIDLEWAY 8 GATE KEY APPLICATION

The Committee considered the key application received for the gate at Bridleway 8. It was proposed by Cllr Sharkey, seconded by Cllr Brindley and unanimously **RECOMMENDED** to approve the application.

There being no further business the meeting closed at 8.12pm.

Signed, Chairman

Next meeting of the Committee – Monday 8th June 2020