

TELSCOMBE TOWN COUNCIL



Minutes of a meeting of the **PLANNING & HIGHWAYS COMMITTEE** held on **Monday 3rd February 2020** in Telscombe Civic Centre at 7.30 pm.

PRESENT: Councillors J Harris *Chairman*, L Mills, C Robinson *Vice Chairman* & I Sharkey *Mayor*

Also Present: Bianca Buss, Amenities Officer (*minutes*)
Councillor C Gallagher
1 member of the public

2519. PUBLIC QUESTION TIME

There were no questions.

2520. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies were received from Cllr Brindley who was on annual leave, Cllr Clarkson for family reasons, Cllr Hill who was attending a meeting at Peacehaven and Telscombe Housing Association and Cllr Judd for work commitments. These reasons were accepted by the Committee. Cllr Cheta was not present but had not provided apologies.

2521. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

2522. TO APPROVE & SIGN MINUTES OF THE MEETING HELD ON MONDAY 13th JANUARY 2020

The Committee considered the minutes of the meeting and it was proposed by Cllr Mills, seconded by Cllr Robinson and unanimously **RESOLVED** that they were a true record of the proceedings and were signed as correct by the Chairman, Cllr Harris.

2523. PLANNING APPLICATIONS

LW/19/0901 75 Ashurst Avenue, Saltdean, East Sussex BN2 8DR

Case Officer James Emery

Enlargement of roof space, including raised ridge height, hip to gable of north and south elevations and new dormers to east and west elevations.

The committee considered the application and it was proposed by Cllr Robinson, seconded by Cllr Sharkey and unanimously recommended to **SUPPORT** the application.

LW/19/0927 2 Cowden Road, Saltdean, East Sussex BN2 8DD

Case Officer Anna Clare

Demolition of existing 3 bedroom bungalow and garage. New construction of a 3 bedroom 1.5 storey house and garden.

The committee considered the application and it was proposed by Cllr Robinson, seconded by Cllr Sharkey and unanimously recommended to **SUPPORT** the application.

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2523. Planning Applications (Contd)

LW/20/0024 19 Springfield Avenue, Telscombe Cliffs, East Sussex BN10 7AR

Case Officer Martin Fagan

Extend existing side facing dormers and main roof to create additional bedroom on the first floor.

The committee considered the application and it was proposed by Cllr Sharkey, seconded by Cllr Mills and unanimously recommended to **SUPPORT** the application.

2524. NOTIFICATION OF A LAWFUL DEVELOPMENT DECISION

LW/19/0840 – 29 The Esplanade, Telscombe Cliffs, East Sussex BN10 7EY

Existing use as two self-contained residential units for a period in excess of ten years.
Lewes DC certified **IS LAWFUL**.

The Committee noted the lawful development decision above.

2525. TO NOTE THE FOLLOWING PLANNING APPLICATION DECISION

LW/19/0739 – 51 Rodmell Avenue, Saltdean, East Sussex BN2 8PG

Lewes DC **GRANTS PERMISSION**

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

The Committee noted the planning decision above.

2526. CALLING IN PROCESS FOR PLANNING APPLICATIONS

The Committee discussed the Amenities Officer's report. It was proposed by Cllr Mills, seconded by Cllr Sharkey and unanimously **RECOMMENDED** that the office staff highlight to the Committee via email any applications they feel could cause concern and that the Amenities Officer also contacts Lewes District Council's planning department to ask that the Town Council are informed of any future planning applications being discussed at their meetings.

2527. TO CONSIDER A BUS SHELTER REQUEST AT BANNINGS VALE

The Committee felt that due to the lack of Councillors attending this meeting, consideration should instead be made at the next Planning & Highways Committee meeting. It was therefore proposed by Cllr Robinson, seconded by Cllr Sharkey and unanimously **RECOMMENDED** that this agenda item be forwarded to the next Meeting.

2528. BRIDLEWAY GATE 8 POLICY AND WAY FORWARD

The Amenities Officer's report was discussed by the Committee. It was proposed by Cllr Robinson, seconded by Cllr Sharkey and unanimously **RECOMMENDED** that the Amenities Officer writes to all key holders advising that the Policy has been reviewed and invite them to re-apply for a new key before the deadline of April 2020.

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2529. TO CONSIDER A TREE SCHEME FOR TELSCOMBE RESIDENTS

The Amenities Officer advised that she had placed an article in the forthcoming Town Crier newsletter, inviting residents interested in having a tree planted in the verge outside their property at a nominal fee, to make contact with the Town Council. She also provided the Committee with minutes of a meeting held between Cllr Robinson, Cllr Gallagher, James Newmarch from East Sussex County Council and four residents concerning bringing forward a tree volunteer community group. This information was **noted** by the Committee.

2530. ACTION LIST

The action list was noted as follows:

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
06.08.2018	Min 2224, p 2819 – Notification of planning results	BB	Report comparing LDC's decisions against TTC's to be compiled & placed on agenda for March.	Mar 2020
22.05.2019	Min 2383, p 2979 – Urgent Matters (40 Ambleside Avenue planning breach)	BB	LDC have confirmed fence will be reduced to under 1m to come under permitted development & works will be completed imminently. Bianca has informed Cllr O'Connor of concerns & he will escalate if not reduced. Cllr Mills passed contact details onto Bianca for our parking enforcement manager, who visited the site and confirmed unable to take this further.	Mar 2020
15.07.2019	Min 2408, p 3001 – Community Bus Fare Increase	BB	Full Council agreed to inc budget for Community Bus of £6,000 for 20/21 financial year & discussions to be held with CTLA regarding the service before any funds are released.	Completed.
28.10.2019	Min 2470, p 3063 – To consider a bus shelter request at Bannings Vale	BB	An agenda item has been added to this meeting.	Completed.
28.10.2019	Min 2474, p 3065 – Urgent Matters (Overgrown hedges Bannings Vale and Hamsey Road)	BB	The hedge at Bannings Vale has been cut back. Bianca has chased ESH for an update on Hamsey Road on 24.01.2020.	Feb 2020

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2530. Action List (Contd)

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
28.10.2019	Min 2474, p 3066 – Urgent Matters (overgrown vegetation at Cliff Gardens / Buckhurst Road Twitten)	BB	ESCC's ROW Team wrote to residents whose vegetation has extended onto the boundary in Dec to request it is cut back. Bianca chased 24.01.2020 as still not cut back.	Mar 2020
28.10.2019	Min 2474, p 3066 – Urgent Matters	BB	Bianca unable to see any signs of flooding. Cllr Mills has agreed to discuss this with the residents.	Completed.
18.11.2019	Min 2475, p 3073 – Public Question Time (Telscombe Tree Scheme)	BB	An agenda item has been added to this meeting.	Mar 2020
18.11.2019	Min 2485, p 3079 – Urgent Matters (Brambles encroaching joint path and cycle way on A259)	BB	Bianca has reported brambles to ESH. Awaiting reply.	Mar 2020
09.12.2019	Min 2499, p 3093 – Bridleway Gate 8 Policy and Process	BB	An agenda item has been added to this meeting.	Completed.
09.12.2019	Min 2502, p 3093 – Neighbourhood Plan	BB	Cllr Gallagher updated Full Council on 18.12.2019, confirming that a business networking meeting is to take place on 29.01.2020.	Mar 2020
13.01.2020	Min 2510, p 3105 – Wildflower Grass Verges	BB	Cllrs Robinson, Judd & Gallagher will attend a Wildflower Lewes meeting on 10.02.2020	Mar 2020
13.01.2020	Min 2516, p 3107 – Bus Shelter Cleaning	BB	Bianca made contact with Twenty/20 Window Cleaning concerning a 12 month contract. Awaiting reply.	Mar 2020
13.01.2020	Min 2518, p 3112 – Urgent Matters (request for parking signs at Kirby Drive)	BB	Bianca has contacted Steve O'Connell requesting signage for Kirby Drive. Awaiting reply upon his return from leave.	Mar 2020

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2530. Action List (Contd)

Neighbourhood Plan – Cllr Gallagher was present to provide an update on the Neighbourhood Plan and requested that an agenda item be added to future meetings. Cllr Gallagher confirmed that the consultant, Jim Boot, has had a positive impact and the pace of the project has increased. Planning of the Meridian Centre site has started and there has been consultation with residents. A Business Networking event took place on 29th January, which included a Neighbourhood Development Plan presentation. Those present were asked to complete a survey, which was completed by 30 businesses. Cllr Gallagher finalised by confirming the next open steering group meeting will be held on Monday 24th February 2020.

Bus Shelter Cleaning – The Amenities Officer advised that a Purchase Order had been sent to Twenty/20 Cleaning to confirm the year extension.

Urgent Matters (parking signs at Kirby Drive) – The Amenities Officer confirmed that Steve O’Connell had returned back from leave and advised he would assess the location this week and report back with his findings.

2531. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING OR ADDING ON A FUTURE AGENDA

Cllr Mills confirmed that the summer house outside 16 The Esplanade had not been removed. The Amenities Officer advised she would pass this back to Jennifer Baxter at Lewes District Council.

The Amenities Officer advised that she had spoken to Alison Standing from the Horticultural Society, who had confirmed that the date of the Peacehaven Open Gardens had changed to the same weekend as the Town Councils ‘Best Garden’ competition. The Amenities Officer suggested that we change our date of the competition to the week after so that Alison can continue to judge and that residents have an opportunity to participate in both events. The Councillors **agreed** to the change of date and for the Amenities Officer to amend all current information to reflect the change.

Cllr Robinson asked the Amenities Officer to circulate Commons Registration maps of the Tye for a forthcoming walk. It was noted that these were held by the Town Clerk and the Amenities Officer advised she would speak with her concerning these maps.

There being no further business the meeting closed at 8.23pm.

Signed
Chairman

Next meeting of the Committee – Monday 24th February 2020