

TELSCOMBE TOWN COUNCIL



Minutes of a meeting of the **PLANNING & HIGHWAYS COMMITTEE** held on **Monday 18th November 2019** in Telscombe Civic Centre at 7.30 pm.

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

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

The meeting was adjourned to take questions from members of the public.

2475. PUBLIC QUESTION TIME

Mr Rick McKellar, who was happy for his name to be recorded in the minutes, was present concerning Agenda Item 10 – Bridleway Gate 8. He confirmed that the gate was continuously being left open and had previously provided the office staff with car registration numbers of several vehicles that had left the gate open. He asked for an update and the Amenities Officer advised that she had spoken with one resident but was not aware of the other examples. She did, however, highlight that some of the information the Town Council have is out of date and that the registration numbers may not be on the Council's documentation. If the proposed updates are implemented, the lack of information will be avoided for future concerns.

Mr McKellar further noted that he did not believe that farm workers should have a key to the gate. The Amenities Officer reported that the draft Policy had previously been agreed by this Committee, highlighting that keys would be provided to those who live or work in Telscombe Village, the Coombelands property and the occupants for the 8 properties that are on the unmade road at Telscombe Cliffs Way. The latter was agreed following a resident at a previous meeting highlighting their case due to the residents of these properties having to pay for the upkeep of the road, although Mr McKellar did confirm that this section of road was recently made safe by St. Modwen, the land owners. Mr McKellar reported that the vehicles and machinery were too large and consuming for the area and felt that they should use the C7 road to continue their journey to Telscombe Cliffs. Cllr Judd agreed that the larger road equipment should not be taking this route and asked Mr McKellar to provide him with details and he would investigate this further.

Lastly, Mr McKellar asked why the recent Tree Scheme in Telscombe was only targeted for three roads in Telscombe Cliffs as he would have been interested in participating. The Amenities Officer explained that the scheme was initially set up by a previous Councillor for a small area but that she would be happy to take this scheme forward on a larger scale and will investigate his request further.

The meeting reconvened at 7.42pm.

2476. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies were received from Cllr Cheta who was working and this reason was accepted by the Committee. Cllr Harris was not present and had not submitted apologies.

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2477. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST

Cllr Judd declared an interest in Agenda Item 9, Urban Verge Cutting 2020, as he works as a freelancer for our current grass cutting contractor.

2478. TO APPROVE & SIGN MINUTES OF THE MEETING HELD ON MONDAY 28th OCTOBER 2019

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

2479. PLANNING APPLICATIONS

LW/19/0706 48 Rodmell Avenue, Saltdean, East Sussex. BN2 8PG. Case Officer: Robin Hirschfeld

Single storey rear and side extensions.

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

LW/19/0763 – 187-189 Marine Drive, Saltdean, East Sussex. BN2 8DA. Case Officer Robin Hirschfeld.

Proposed new driveway and crossover, replacement of front and east boundary walls and new permeable paving to front garden.

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

LW/19/0782 – 32 Central Avenue, Telscombe Cliffs, East Sussex. BN10 7LY. Case Officer Robin Hirschfeld.

Single storey rear extension and porch extension.

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

LW/18/0805 – 98 Rodmell Avenue, Saltdean, East Sussex. BN2 8PJ. Case Officer April Parsons.

Single storey rear extension with timber terrace, rear hip to gable roof extension with balcony over lower flat roof.

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

2480. NOTIFICATION OF LAWFUL DEVELOPMENT DECISION

LW/19/0678 - 37 Gorham Way, Telscombe Cliffs, East Sussex. BN10 7BA

Single storey rear extension and rear dormer. Lewes DC confirmed that the second schedule to this certificate is **LAWFUL**.

The Committee noted the lawful development decision above.

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2481. NOTIFICATION OF PLANNING APPLICATION DECISIONS

LW/19/0637 - 9 Ardingly Road, Saltdean, East Sussex. BN2 8EG

Lewes DC **GRANTS PERMISSION**

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

The Committee noted the planning application decision above.

2482. CIL MONIES RECEIVED FROM LEWESDC

The Committee noted the Town Clerk's report which highlighted that Telscombe Town Council received payment in October of £4,079.25 from Lewes District Council for CIL funds. The total received this financial year is £5,474.25, which will be taken to Full Council for consideration on what project the money will be spent on to support the development within the area.

2483. AGREE URBAN VERGE CUTTING 2020

Cllr Judd did not comment or vote on this Agenda Item, due to declaring an interest.

The Amenities Officer's report confirmed that East Sussex County Council had reviewed their grass verge cutting budget for 2020 and had offered three options. It was proposed by Cllr Mills, seconded by Cllr Hill and unanimously **RECOMMENDED** to accept option number 3; that Telscombe Town Council take responsibility for grass cutting in our area and ESCC provide us with a financial contribution of £3,456 per annum.

2484. BRIDLEWAY GATE 8

The Amenities Officer's report was discussed in great detail by the Committee. Cllr Judd felt that the deposit should be increased. Cllr Hill suggested that the price of the new padlock and key system is also paid by the key holders at the time of issuing the keys. It was proposed by Cllr Judd, seconded by Cllr Sharkey and unanimously **RECOMMENDED** that this item is taken back to the next Planning & Highways meeting, where the policy will also be re-considered, before being taken to Full Council for approval and adoption.

2485. PARKING SIGNS

The Committee considered the Amenities Officer's report. It was proposed by Cllr Clarkson, seconded by Cllr Judd and unanimously **RECOMMENDED** that we do not take the request to add Parking Signs advertising Fairlight Avenue car park any further, but to ask the Thai Elephant restaurant to place a poster in their window, and that the Amenities Officer informs the residents concerned of the decision made at this meeting.

2486. SOUTH DOWNS PARTNERSHIP MANAGEMENT PLAN REVIEW 2020-2025

The South Downs National Park Authority have asked us if we wish to make any observations concerning the current draft Partnership Management Plan Review for 2020-2025. It was proposed by Cllr Clarkson, seconded by Cllr Sharkey and unanimously **RECOMMENDED** not to make any comment.

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2487. STATEMENT OF COMMUNITY INVOLVEMENT FOR LEWES DISTRICT

Lewes District Council have invited us to comment on the revised Statement of Community Involvement following our comments made on the pre-consultation in September 2018. It was proposed by Cllr Brindley, seconded by Cllr Judd and unanimously **RECOMMENDED** not to make any further comment.

2488. INVOICE FROM UK POWER NETWORKS LTD

The Amenities Officer's report was noted by the Committee. It was proposed by Cllr Brindley, seconded by Cllr Judd and unanimously **RECOMMENDED** that the invoice from UK Power Network in the sum of £1,069.20 including VAT is paid for the works completed to replace the supply box to the street lights in Chatsworth Park which are owned by the Council.

2489. 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
29.08.2018	Min 2237, p 2827 – Tree Planting Scheme	BB	Payment received for 5 trees to be planted in Telscombe Cliffs. Late requests for further two trees received. EH Treecare to make service checks before we finalise the details. Awaiting reply. BB chased via email 07.11.2019	Nov 2019
01.05.2019	Min 2368, p 2964 – Review of Bridleway Gate 8 and Key Holders	BB	Bianca has received a price for the padlock and keys and an Agenda Item has been added to this meeting.	Completed
22.05.2019	Min 2383, p 2979 – Urgent Matters	BB	LDC have responded re erection of a 2m gate at 40 Ambleside Avenue confirming they have asked the owner to lower their fence to under 1m so that it comes under permitted development or that a new planning application is put forward. If there is no response then they will take a stronger enforcement route.	Dec 2019
15.07.2019	Min 2408, p 3001 – Community Bus Fare Increase	BB	The Committee recommended that TTC continue to support the Community Bus. This was taken to Full Council on 18th September and it was resolved to aim to increase the funding to £6,500 for the 20/21 financial year. To be added to the agenda once the budget is set.	Jan 2020

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2489. Action List (Contd)

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
05.08.2019	Min 2422, p 3017 – Bollards on Grass Verges	BB	The Licencing Team at ESH have asked for possible locations of where we would like bollards added. I have given examples of areas that have requested them, but confirmed we are looking for a generic response to deal with future requests. Awaiting reply.	Dec 2019
28.08.2019	Min 2436, p 3029 – Parking Signs	BB	Bianca has received a reply from ESCC's Road Safety Team and an Agenda Item has been added to this meeting.	Completed
28.10.2019	Min 2465, p 3060 – Best Kept Garden Competition	BB	Bianca to start proceedings with this competition.	Completed
28.10.2019	Min 2466, p 3061 – Planning Applications	BB	Bianca was asked to contact the Planning Officer at LDC concerning the standard of documentation for planning app LW/19/0739 51 Rodmell Avenue as the information provided was not clear. The Planning Officer responded on 31.10.19 & agreed with our comments and has made the application invalid. He has requested more details on the extent of the works and will re-consult TTC if another application is made by the applicant.	Completed.
28.10.2019	Min 2469, p 3063 – Wildflower Grass Verges	BB	Bianca emailed the Ops Manager from our grass cutting contractor on 08/11/2019 to attend our next meeting to discuss safety procedures for volunteers working on the highway. Awaiting reply.	Dec 2019
28.10.2019	Min 2470, p 3063 – To consider a bus shelter request at Bannings Vale	BB	Bianca has contacted ESH on 08/11/2019 concerning the application for a licence to place a structure on the highway and a licence for temporary excavation in the highway. Awaiting reply.	Jan 2020
28.10.2019	Min 2474, p 3065 – Urgent Matters	BB	Bianca has requested double yellow lines at the top of Hamsey Road via ESCC's online parking control form. The next parking restrictions review for Lewes starts December 2019 and will take 12 to 14 months to complete.	Completed.

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2489. Action List (Contd)

Date of Meeting	Issue Detail	Action owner	Update	Due Date
28.10.2019	Min 2474, p 3065 – Urgent Matters	BB	Cllr Judd sent Bianca details re x2 separate properties where bushes are encroaching pathways. Both have been reported to ESH.	Jan 2020
28.08.2019	Min 2474, p 3066 – Urgent Matters	BB	Bianca to report to ESH the broken tree and bush over the light in twitten between Cliff Gardens & Buckhurst Road following site visit with Cllr Robinson.	Dec 2019
28.10.2019	Min 2474, p 3066 – Urgent Matters	BB	Bianca has reported to ESH the large tyre tracks to the grass verge outside the vets in Telscombe Cliffs.	Dec 2019
28.10.2019	Min 2474, p 3066 – Urgent Matters	BB	Cllr Mills has sent Bianca details concerning the dropped kerb in St Peters Avenue which is causing the pathway to flood. To be reported to ESH when next receive heavy rain.	Dec 2019

Tree Planting Scheme – The Amenities Officer confirmed that EH Treecare have now completed the service checks and she is waiting for monies for the additional trees before ordering with Paradise Park.

Best Kept Garden Competition – The Amenities Officer asked the Committee for confirmation of categories. After some consideration, it was **agreed** for the following 4 categories; best hanging baskets/window box, best garden, best wildlife/ecological garden and best themed garden. Cllr Robinson volunteered to be a judge and Cllr Clarkson suggested the winners receive a certificate handed to them by Telscombe Town Council’s Mayor. It was also **agreed** for the competition to take place on the first weekend of July.

Wildflower Grass Verges – The Amenities Officer informed the Committee that the Operations Manager from the grass cutting contractor had kindly agreed to attend our next meeting to discuss safety procedures, but asked if the Committee had any prior questions we can advise of prior to the meeting. Cllr Clarkson responded, asking for details concerning health and safety on how to check for wildflowers, tools that are needed, what flowers work with exposed grounds.

Urgent Matters (dropped kerb) – Cllr Mills confirmed that the dropped kerb is located on Arundel Road, at the junction with Ambleside Avenue, and not St Peters Avenue as highlighted on the Action List.

2490. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING OR ADDING ON A FUTURE AGENDA

Cllr Robinson requested that the Neighbourhood Plan is added as an ongoing action point and asked that it is added to the Action Plan.

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2490. Urgent Matters (Contd)

Cllr Robinson also asked the Amenities Officer to report brambles encroaching the joint path and cycle way on the A259 between Telscombe Grange and Smugglers Rest Public House to East Sussex Highways.

There being no further business the meeting closed at 8.50pm.

Signed
Chairman

Next meeting of the Committee – Monday 9th December 2019