

TELSCOMBE TOWN COUNCIL



Minutes of a remote meeting of the **PLANNING & HIGHWAYS COMMITTEE** held on Monday 1st February 2021 at 7.30 pm.

COMMITTEE MEMBERS PRESENT: Councillors C Cheta, C Clarkson, J Harris *Chairman*, D Judd, L Mills, C Robinson *Vice Chairman* & I Sharkey *Mayor*

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

2724. PUBLIC QUESTION TIME

There were no members of the public present.

2725. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies were received from Cllr Brindley due to last minute work commitments and this reason was accepted by the Committee.

2726. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

2727. TO APPROVE & SIGN MINUTES OF THE MEETING HELD ON MONDAY 11th JANUARY 2021

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

2728. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS

LW/20/0767 – 7 Sunset Close, Telscombe Cliffs, East Sussex BN10 7EG

Case Officer: James Emery

To construct a rear single storey extension to the side of an existing single storey extension
The Committee considered the application and it was proposed by Cllr Clarkson, seconded by Cllr Mills and unanimously recommended to **SUPPORT** the application.

LW/20/0783 – 14 Lulham Close, Telscombe Cliffs, East Sussex BN10 7BG

Case Officer: James Emery

Single storey side extension.

The Committee considered the application and it was proposed by Cllr Clarkson, seconded by Cllr Cheta and unanimously recommended to **OBJECT** to the application as not enough information had been provided on the drawings to be able to consider the application.

LW/20/0805 – 127 Bannings Vale, Saltdean, East Sussex BN2 8DH

Case Officer: James Emery

Proposed roof conversion.

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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2728. Planning Applications (Contd)

LW/20/0811 – 153 Rodmell Avenue, Saltdean, East Sussex BN2 8PH

Case Officer: James Emery

Proposed front dormer window to front elevation.

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

LW/20/0819 – 340 South Coast Road, Telscombe Cliffs, East Sussex

Case Officer: William De-haviland-Reid

Erection of extensions to two existing ground floor flats and erection of first floor to provide two further flats.

The Committee considered the application and it was proposed by Cllr Judd, seconded by Cllr Mills and unanimously recommended to **OBJECT** to the application as only one extra parking space has been provided and it is overdevelopment for the size of the site. The Committee also noted that the one electric charging point on the plans will not reach any vehicles in its proposed location.

LW/20/0835 – 65 Brambletyne Avenue, Saltdean, East Sussex BN2 8EL

Case Officer: James Emery

Erection of front and rear dormers, hip to gable roof extension.

The Committee considered the application and it was proposed by Cllr Mills, seconded by Cllr Sharkey and unanimously recommended to **OBJECT** to the application for the following reasons:

- i. Out of keeping with the street scene
- ii. Loss of privacy to the neighbouring properties
- iii. Gross overdevelopment

LW/20/0870 – 19 Kirby Drive, Telscombe Cliffs, East Sussex BN10 7DY

Case Officer: James Emery

Single storey side extension.

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

LW/20/0872 – 2a Broomfield Avenue, Telscombe Cliffs, East Sussex BN10 7AJ

Case Officer: James Emery

Erection of a front balcony.

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

2729. TO NOTE THE FOLLOWING TREE WORK APPLICATION

TW/21/0003/TPO – Works to trees in The Copse, Telscombe Cliffs Way, Telscombe Cliffs, East Sussex BN10 7DP

Fell x2 Hawthorn tree, remove hanging deadwood and sever ivy

The report from the Amenities Officer confirmed that notification of this application was received on 11th January and a response was required within 14 days. As the application was made by ourselves it was agreed by the Committee Chairman and Vice Chairman that we do not make comment and LDC were advised. This was noted by the Committee.

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2730. TO RATIFY THE FOLLOWING TREE WORK APPLICATION

TW/20/0099/TPO – 30 Carey Down, Telscombe Cliffs, East Sussex BN10 7LF

Poplar Tree – This tree was last worked on in 2012. It has a structured pollard for general maintenance. We are proposing the same again.

The report from the Amenities Officer confirmed that notification of this application was received on 13th January and a response was required within 14 days. As the application deadline was prior to the next meeting, the Committee were asked if they would like to support or object to the application. A response was received by 5 Committee members to support the application. As this was a majority response, LDC were informed accordingly. It was proposed by Cllr Sharkey, seconded by Cllr Cheta and unanimously agreed to **RATIFY** this decision.

2731. TO NOTE THE FOLLOWING PLANNING DECISIONS

LW/20/0722 – 394 South Coast Road, Telscombe Cliffs, East Sussex BN10 7AA

Erection of detached residential annex

Lewes DC **GRANTS PERMISSION**

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

LW/20/0725 – 1 Chailey Crescent, Saltdean, East Sussex BN2 8DP

Erection of raised timber deck in rear garden, with glass balustrading and new bifold doors to rear elevation

Lewes DC **GRANTS PERMISSION**

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

LW/20/0761 – 3 Telscombe Cliffs Way, Telscombe Cliffs, East Sussex BN10 7DX

Erection of the first storey extension, two-storey front extension, single storey side extension, single storey rear/side extension, rear decking area and internal alterations

Lewes DC **REFUSES PERMISSION**

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

LW/20/0792 – 7 Amhurst Road, Telscombe Cliffs, East Sussex BN10 7AG

To build two gables and place new roof with three dormers

Lewes DC **GRANTS PERMISSION**

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

The Committee noted the above planning application decisions.

2732. TO RECEIVE ACTION LIST

The Action List was noted as follows:

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
13.01.2020	Min 2518, p 3112 – Urgent Matters (request for parking signs at Kirby Drive)	BB	Speedwatch rep advised will add signs following lockdown relaxation. BB given contact details from Cllr Mills & request passed to Traffic & Safety Team at ESH, case ref no 00538066.	Apr 2021

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2732. Action List (Contd)

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
29.06.2020	Min 2596, p 3206 – Street Light Column Structural Testing	BB	An agenda item has been added to this meeting.	Completed
21.09.2020	Min 2637, p 3255 – To consider the planning application results comparison report	BB	Report comparing LDC's decisions against TTC's to be compiled & placed on agenda for March.	Mar 2021
12.10.2020	Min 2653, p 3268 – To ratify CIL application for a proposed bus shelter at Bannings Vale	BB	An agenda item has been added to this meeting.	Completed
12.10.2020	Min 2654, p 3268 – To consider applying to ESCC for formally designated wildflower verges	BB	Applications for current wildflower verges sent to ESCC are being decided at the end of January.	Feb 2021
02.11.2020	Min 2671, p 3275 – To consider progressing wildflower verges for 2021	BB	BB contacted ESCC if agree to verge before taking back to Committee. <i>Awaiting reply.</i>	Feb 2021
23.11.2020	Min 2684, p 3296 – To discuss the proposed tree scheme for Telscombe residents	BB	An agenda item has been added to this meeting.	Completed
14.12.2020	Min 2691, p 3306 – To approve & sign minutes of the meeting held on 23 rd November 2020	BB	An agenda item has been added to this meeting.	Completed
14.12.2020	Min 2698, p 3310 – To review the Business Plan	BB	The Climate Change Meeting has been re-arranged with the Town Clerk.	Completed
14.12.2020	Min 2699, p 3310 – To consider progressing a proposed wildflower verge in Telscombe Cliffs	BB	BB has contacted ESCC re possible verge outside Gorham Court for 2021. <i>Awaiting reply from ESCC.</i>	Feb 2021
14.12.2020	Min 2704, p 3311 – To Consider Bridleway Gate 8 Applications	BB	BB has written to key applicants. Padlock and keys received by TTC. Arrangements to be finalised once lockdown restrictions lifted.	Mar 2021
11.01.2021	Min 2712, p 3318 – To note the following Planning Appeal decision	BB	Scooter store at Flat 1, Martlets House, Bannings Vale to be removed following dismissal of appeal.	Apr 2021

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2732. Action List (Contd)

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
11.01.2021	Min 2714, p 3320 – Neighbourhood Plan Update	BB	Consultation has been re-advertised on Town Council's website & social media pages.	Completed
11.01.2021	Min 2716, p 3321 – To consider commenting on LDC's draft interim policy statement for Housing Delivery	BB	A meeting has been set up for 26.01.21 & TTC's response to the consultation will be reported back at the next P&H Meeting.	Feb 2021
11.01.2021	Min 2717, p 3321 – To consider commenting on LDC's approach to disaggregating local housing need for the purpose of the 5 year housing land supply	BB	A meeting has been set up for 26.01.2021 & TTC's response to the consultation will be reported back at the next P&H Meeting.	Feb 2021
11.01.2021	Min 2718, p 3321 – To consider participating in the Government's 'Supporting Housing Delivery & Public Service Infrastructure' consultation	BB	A meeting has been set up for 26.01.2021 & TTC's response to the consultation will be reported back at the next P&H Meeting.	Feb 2021
11.01.2021	Min 2720, p 3322 – To discuss parking enforcement at Highview Road	BB	Letters to residents being hand delivered by Cllr Robinson. Parking Control request sent to ESCC who confirmed it takes 14 months on average for parking reviews to be completed.	Completed Mar 2022
11.01.2021	Min 2721, p 3322 – To consider repairs to Bus Shelters	BB	Delay in investigations as waiting for ESH Safety Team to confirm licence charge fees. GW Shelter Solutions confirmed that polycarbonate offers smallest carbon footprint PO to be issued to GW Shelter Solutions to carry out an inspection on the Town Council's bus shelters and provide a report on their condition at a cost of £320 plus VAT.	May 2021

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2732. Action List (Contd)

Request for parking signs at Kirby Drive – The Amenities Officer advised that she had received an email from East Sussex Highway's (ESH) Road Safety Team, who confirmed that they have very limited resources available for road safety, but that our request will be assessed and if agreed, will be updated on their website which is updated every 3 months. In the meantime, ESH have confirmed that they will place some yellow and black road safety information posters along Kirby Drive in March for 3 months to draw motorists' attention to the speed limit.

Parking enforcement at Highview Road – The Amenities Officer confirmed Cllr Robinson has now hand delivered all the letters to the residents and she thanked her for her assistance. Cllr Robinson advised that although the letters confirmed the review from East Sussex County Council (ESCC) takes up to 14 months to be completed, residents had asked for more details with regards to the process and suggested that in future, details of ESCC's timeline should be included in our letter.

Cllr Harris suggested that a 'Frequently Asked Questions' section is added to the Town Council's website with regards to planning. Cllr Robinson advised that the Town Council would need to be careful what we include as applications are decided by the District Council, although a link to the planning portal could be included. It was **agreed** that the Amenities Officers makes further enquiries, to be bought back to a future meeting.

2733. NEIGHBOURHOOD PLAN UPDATE

Cllr Gallagher as Chair of the Neighbourhood Plan steering group advised the Masterplan survey for the Meridian Site has now closed, with 651 responses received online, 165 paper responses to Peacehaven Town Council and approximately 50 paper responses received by Telscombe Town Council. The University of Brighton Master students will be completing more projects with regards to green and environmental issues by May 2021. Cllr Gallagher also confirmed that current housing numbers are being clarified with Lewes District Council with regards to the original number of 255 additional properties by 2030. A presentation on the Business Plan is due to be delivered to the Chamber of Commerce. Lastly, Cllr Gallagher advised that the two Town Councils are working well together and that there has been much progress since August, following the appointment of the Senior Projects Officer at Peacehaven Town Council and assistance from L&N Consultancy.

2734. BUSINESS PLAN UPDATE

The Committee **noted** the Business Plan. Cllr Robinson asked if project number 6 – Sea Defences could be amended to include the memorandum of understanding signed with Lewes District Council and the Environment Agency for the sea defences between Ambleside Avenue and the Southern Water works. Cllr Harris as Chair of the Committee allowed Cllr Gallagher to speak, who confirmed that Project number 2 – develop a Neighbourhood Plan with PHTC P2 needs editing to include that the Neighbourhood Development Plan steering group's terms of reference had been approved at Full Council.

2735. TO CONSIDER BUS SHELTER CLEANING FOR 2021/22

The Committee considered the Amenities Officer's report concerning the monthly cleaning of the 11 bus shelters owned by the Council. The annual agreement is due for renewal on 1st

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2735. To Consider Bus Shelter Cleaning for 2021/22 (Contd)

February 2021 and Twenty/20 Window Cleaning had confirmed they would continue at the same price as 2020. It was proposed by Cllr Robinson, seconded by Cllr Sharkey and unanimously **RECOMMENDED** that Twenty/20 Window Cleaning continue with the cleaning of the bus shelters at a cost of £55 per month for 11 shelters.

2736. TO IDENTIFY POSSIBLE PROJECTS TO USE OUR CIL MONIES ON

The report by the Amenities Officer advised the need for the Committee to identify possible projects for our CIL monies to be spent on. Cllr Robinson asked if this could be discussed with Agenda number 15 – To note the successful Community Infrastructure Levy application, as monies could be used for the proposed bus shelter. This was **agreed** by the Committee.

2737. TO NOTE THE STREET LIGHT COLUMN TESTING RESULTS

The Amenities Officer's report confirmed that East Sussex Highways (ESH) had undertaken structural testing on two steel columns at Homebush Avenue and Findon Avenue, East Saltdean. ESH had provided a report which confirmed that both columns have an amber warning for loss of thickness in the root section, although this was confirmed as low maintenance and recommended that it is next inspected within 36 months. The report from ESH was **noted** by the Committee.

2738. TO NOTE THE SUCCESSFUL COMMUNITY INFRASTRUCTURE LEVY APPLICATION AND CONSIDER WAY FORWARD

The Committee noted the report from the Amenities Officer advising that Lewes District Council (LDC) have informed us that our Community Infrastructure Levy (CIL) grant application had been successful towards part-payment of a new bus shelter at the northern end of Bannings Vale. However, they asked if the Town Council would consider a green roof for the shelter. GW Shelter Solutions were contacted, who quoted £1,000 plus VAT to include supply and fit.

Cllr Robinson reported that she understood the monies to be paid by the Town Council for the shelter would be taken from our CIL funds received to date. Cllr Judd asked the Amenities Officer to investigate the option for a wooden shelter, as he believed we would be entitled to apply due to the area being semi-rural. Cllr Mills expressed concern that a green roof would require further maintenance and was not sure if this would be too expensive within the budgets. Following consideration, it was proposed by Cllr Judd, seconded by Cllr Robinson and unanimously **RECOMMENDED** that the Amenities Officer investigates if a wooden bus shelter could be installed instead, if our CIL monies could be used as a part-payment for the shelter and for this to be taken back to the next meeting for consideration.

2739. UPDATE ON PROPOSED TREE SCHEME FOR TELSCOMBE RESIDENTS

The Amenities Officer confirmed that she had contacted East Sussex County Council (ESCC) concerning the potential planting of hedges and bushes and was awaiting their reply. Countrymans had quoted £1,121 plus VAT to carry out cutting of wildflowers for all areas, which would need to be passed onto the residents as there are no monies within the Town Council budget for this. It was proposed by Cllr Robinson, seconded by Cllr Judd and unanimously **RECOMMENDED** that progress is delayed until a response is received from ESCC.

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2740. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING OR ADDING ON A FUTURE AGENDA

Cllr Judd reported that a property at Tye Close, East Saltdean, was undertaking a house extension with a large overhang. He had concerns with the safety of this property which was elevated. It was **agreed** that the Amenities Officer would take this up with Lewes District Council.

Cllr Robinson informed that a van is parking on the grass verge next to Gate 28 at Gorham Way. The Amenities Officer advised that she will report the van to the Parking Shop.

Cllr Mills advised that there was a large pot hole in St Peters Avenue and asked the Amenities Officer to report this to East Sussex Highways. Cllr Judd reported another next to the Toyota Garage and Cllr Robinson reported one on the South Coast Road at Channel Grange. The Amenities Officer confirmed she would report them all to Highways.

There being no further business the meeting closed at 8.42 pm

Signed, Chairman

Next meeting of the Committee – Monday 22nd February 2021