

TELSCOMBE TOWN COUNCIL



Minutes of a remote meeting of the **PLANNING & HIGHWAYS COMMITTEE** held on Monday 11th January 2021 at 7.30 pm.

PRESENT: Councillors D Brindley *Deputy Mayor*, C Clarkson, J Harris *Chairman*, D Judd, L Mills, L O'Connor, C Robinson *Vice Chairman* & I Sharkey *Mayor*

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

Cllr Harris as Chair welcomed everyone to the meeting and wished all a Happy New Year.

2705. PUBLIC QUESTION TIME

There were no members of the public present.

2706. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies were received from Cllr Cheta who was unwell and this was accepted by the Committee. Cllr O'Connor was agreed as a substitute for Cllr Cheta.

2707. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

2708. TO APPROVE & SIGN MINUTES OF THE MEETING HELD ON MONDAY 14th DECEMBER 2020

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

2709. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS

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

Case Officer: James Emery

Demolition of existing workshop building, erection of detached residential annex

The Committee considered the application and it was proposed by Cllr Robinson, seconded by Cllr Sharkey and unanimously recommended to **SUPPORT** the application on the basis that the amount of parking spaces available on this application are investigated by the District Council.

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

Case Officer: William De-haviland-Reid

Build two gables and place new roof with three dormers

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

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2709. Planning Applications (Contd)

LW/20/0822 – 98 Telscombe Cliffs Way, Telscombe Cliffs, East Sussex BN10 7DE

Case Officer: William De-haviland-Reid

Whole house refurbishment including rear extension and north/south facing dormers

The Committee considered the application and it was proposed by Cllr Brindley, seconded by Cllr Sharkey and recommended to **SUPPORT** the application on condition that delivery, parking and transit is between 9.30am – 3.30pm, that frosted glass to the side windows and balcony are used and that the balcony stays as per the building line in the plans. Cllr Robinson abstained.

2710. TO NOTE THE FOLLOWING LAWFUL DEVELOPMENT DECISION

LW/20/0716 – 23 Gorham Way, Telscombe Cliffs, East Sussex BN10 7BA

Conversion of existing garage into habitable space

Lewes DC certified **IS LAWFUL**

The Committee noted the lawful development decision.

2711. TO NOTE THE FOLLOWING PLANNING DECISIONS

LW/20/0604 – 64 Rodmell Avenue, Saltdean, East Sussex BN2 8PG

Extension and alterations including remodelling of roof to the existing dwelling

Lewes DC **REFUSES PERMISSION**

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

LW/20/0718 – 379 South Coast Road, Telscombe Cliffs, East Sussex BN10 7EU

Erection of fire escape stairs and associate works

Lewes DC **GRANTS PERMISSION**

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

The Committee noted the planning application decisions.

2712. TO NOTE THE FOLLOWING PLANNING APPEAL DECISION

APP/P1425/3259774 – Flat 1, Marlet House, 10 Bannings Vale, Saltdean, East Sussex BN2 8DX

Case Officer: William De-haviland-Reid

Installation of a scooter store

Telscombe's Planning & Highways Committee objected to the original application (LW/20/0386)

The Planning Inspectorate **DISMISSED** the appeal.

The Committee noted the planning appeal decision. Cllr Robinson asked that the decision is placed on the Action List so that the Committee can monitor the removal of the scooter store.

2713. TO RECEIVE ACTION LIST

The Action List was noted as follows:

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2713. Action List (Contd)

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 representative advised will add signs in New Year. He is currently working from home & can only be actioned when back in office.	Feb 2021
29.06.2020	Min 2596, p 3206 – Street Column Structural Testing	BB	Testing actioned end November. Results to be verified.	Feb 2021
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 community infrastructure levy application for a proposed bus shelter at Bannings Vale	BB	LDC have confirmed a final decision on bids will be made Dec 2020. <i>Not received to date.</i>	Feb 2021
12.10.2020	Min 2654, p 3268 – To consider applying to East Sussex County Council for formally designated wildflower verges	BB	Applications for current wildflower verges sent to ESCC who will update us in Jan 21. BB asked Countrymans to add Bannings Vale back to the urban grass verge cutting for 2021.	Feb 2021
02.11.2020	Min 2664, p 3270 – To discuss parking enforcement referred from SLR Meeting	BB	An agenda item has been added to this meeting.	Completed
02.11.2020	Min 2671, p 3275 – To consider progressing wildflower verges for 2021	BB	BB has received one response from 3 residents re potential wildflower verge at Kirby Drive. Contacted ESCC if agree to verge before taking back to Committee. Awaiting reply.	Feb 2021
23.11.2020	Min 2682, p 3295 – To consider participating in ESCC's Local Cycling & Walking Infrastructure Plan	BB	An agenda item has been added to this meeting.	Completed
23.11.2020	Min 2684, p 3296 – To discuss the proposed tree scheme for Telscombe residents	BB	An agenda item will be added to the next meeting to discuss using wildflower verges as an alternative option to tree planting.	Feb 2021
23.11.2020	Min 2687, p 3297 – Urgent Matters	BB	Cover at the Toyota Garage now fixed.	Completed
14.12.2020	Min 2691, p 3306 – To approve & sign minutes of the meeting held on Monday 23 rd November 2020	BB	An agenda item will be added to the next meeting to discuss using hedges or bushes as an alternative to wildflower verges.	Feb 2021

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2713. Action List (Contd)

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
14.12.2020	Min 2693, p 3307 – To consider the following planning appeal	BB	BB has submitted the Town Council's representation to the Planning Inspectorate.	Completed
14.12.2020	Min 2698, p 3310 – To review the Business Plan	BB	Town Clerk has contacted Cllrs to arrange Climate Emergency Meeting	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. Awaiting reply.	Feb 2021
14.12.2020	Min 2702, p 3310 – Urgent Matters	BB	Parking Shop have been to location where vehicles are parking illegally & moved them on. Vehicles still parking so Bianca will continue to report.	Completed
14.12.2020	Min 2704, p 3311 – To Consider Bridleway Gate 8 Applications	BB	BB to contact key applicants and arrange new padlock and chain for gate	Feb 2021

To consider Bridleway Gate 8 applications – The Amenities Officer confirmed that letters have now been sent to all applicants.

To ratify community infrastructure levy application for a proposed bus shelter at Bannings Vale – Cllr Robinson asked if there was an update concerning the CIL bid from Lewes District Council (LDC). The Amenities Officer confirmed that an email had been received confirming the bid had been successful but she was waiting for something more official from LDC and that an agenda item will be added to the next meeting.

To review the Business Plan – Cllr Robinson was mindful that with the Town Clerk being unwell, the Committee should not put pressure on her to attend the Climate Emergency meeting. It was **agreed** that the Amenities Officer would make contact with the Town Clerk to arrange a meeting through Zoom and for the Councillors to take any minutes that come out of the discussions. Cllr Harris as Chair asked the Amenities Officer to pass on the Committee's best wishes to the Town Clerk.

Request for parking signs at Kirby Drive – Cllr Mills advised that she had a new contact from the Speedwatch team and would pass on the contact details to the Amenities Officer after the meeting.

2714. NEIGHBOURHOOD PLAN UPDATE

Cllr O'Connor as Vice Chair of the Neighbourhood Plan steering group advised that the consultation document had been delivered to all areas of Peacehaven, Telscombe Cliffs and East Saltdean and asked the Amenities Officer to re-advertise the details again on the Town Council's website and social media pages. The document highlighted that a lot of the residents were not aware of some facts so a 'FAQ' document has since been produced, which is on the Neighbourhood Plan steering group website and shared via social media.

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2714. Neighbourhood Plan update (Contd)

Cllr Mills and Cllr Judd advised that they had not received their consultation document through the post and Cllr Mills stated she had reported this to Cllr Gallagher for investigation. Cllr Judd confirmed he will be hand delivering the consultation documents to Telscombe Village in the next few days. Cllr O'Connor also noted that Michelle Edser, Senior Projects Officer at Peacehaven Town Council and Nancy Astley had been providing the steering group with lots of assistance and help.

2715. TO NOTE MEETING WITH LEWES DISTRICT COUNCIL CONCERNING THE LEWES LOCAL PLAN PART 1

The Amenities Officer reported that following an invitation from Lewes District Council (LDC) to informally brief Town Councillors on the Lewes Local Plan Part 1, Cllrs Mills, O'Connor, Robinson and Sharkey had attended a meeting with Matthew Hitchen, the Interim Policy Lead at LDC. A document outlining the situation had been provided with the agenda papers. This was **noted** by the Committee.

2716. TO CONSIDER COMMENTING ON LEWES DISTRICT COUNCIL'S DRAFT INTERIM POLICY STATEMENT FOR HOUSING DELIVERY

The Amenities Officer's report confirmed that Lewes District Council have invited Telscombe Town Council to participate in their informal, targeted consultation on the Draft Interim Policy Statement for Housing Delivery. As the deadline for comments is prior to the next meeting it was proposed by Cllr Robinson, seconded by Cllr O'Connor and unanimously **RECOMMENDED** that a working group comprising of Cllrs O'Connor, Robinson and Sharkey is set up, with their response being ratified at a future Committee meeting.

2717. TO CONSIDER COMMENTING ON LEWES DISTRICT COUNCIL'S APPROACH TO DISAGGREGATING LOCAL HOUSING NEED FOR THE PURPOSE OF THE FIVE YEAR HOUSING LAND SUPPLY

The Amenities Officer's report confirmed that Lewes District Council have invited Telscombe Town Council to participate in their informal, targeted consultation on the Approach to Disaggregating Local Housing Need. As the deadline for comments is prior to the next meeting, it was proposed by Cllr Robinson, seconded by Cllr O'Connor and unanimously **RECOMMENDED** that a working group comprising of Cllrs O'Connor, Robinson and Sharkey is set up, with their response being ratified at a future Committee meeting.

2718. TO CONSIDER PARTICIPATING IN THE GOVERNMENT'S 'SUPPORTING HOUSING DELIVERY AND PUBLIC SERVICE INFRASTRUCTURE' CONSULTATION

The Amenities Officer's report confirmed that the government have added an open consultation on Supporting Housing Delivery and public service infrastructure. As the deadline for comments is prior to the next meeting, it was proposed by Cllr Robinson, seconded by Cllr O'Connor and unanimously **RECOMMENDED** that a working group comprising of Cllrs O'Connor, Robinson and Sharkey is set up, with their response being ratified at a future Committee meeting.

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2719. TO RATIFY RESPONSE TO EAST SUSSEX COUNTY COUNCIL'S LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN

Cllr O'Connor advised that the document attached to the agenda papers had been sent to East Sussex County Council on behalf of Peacehaven and Telscombe Town Councils in response to their Local Cycling and Walking Infrastructure Plan. This was **RATIFIED** by the Committee.

2720. TO DISCUSS PARKING ENFORCEMENT AT HIGHVIEW ROAD

The Amenities Officer's report was discussed by the Committee. Cllr Robinson hand delivered letters to all residents along this road and responses had been received from 11 residents, 9 of whom wanted the Town Council to investigate enforcement. One resident had provided a picture of the damage caused by vehicles continuing to drive and park on the verges. If the Town Council want to consider applying for parking controls, this could be done via East Sussex County Council under a 'Pavement and verge ban', similar to the Traffic Regulation Orders issued in two other roads in the town and which currently takes approximately 14 months to be completed. Cllr Clarkson thanked Cllr Robinson for delivering the letters to the residents. It was proposed by Cllr Clarkson, seconded by Cllr O'Connor and unanimously **RECOMMENDED** that the Amenities Officer applies for this parking control on the basis that there is no charge to the Town Council and that the residents are informed of the update by letter, to be once again hand delivered by Cllr Robinson.

2721. TO CONSIDER REPAIRS TO BUS SHELTERS

The Committee discussed the report from the Town Clerk, which described the damage to two bus shelters in East Saltdean and Telscombe Cliffs. GW Shelter Solutions attended the sites over the Christmas break and advised that the shelters were not repairable. Estimates had been provided for the two shelters based on replacing them like for like with glass, with quotations for replacing the shelters with polycarbonate received earlier on in the day at a more expensive price. GW Shelter Solutions had also provided a quotation of £100 plus VAT per shelter for removing and disposing of the shelters. The Amenities Officer also advised that East Sussex Highways had previously informed the Town Council that they would need to apply for two licences if we replace any shelters; licence to make an excavation in a street at a cost of 10% of the estimates works (minimum of £387.22) and a licence to erect a structure on the highway at a cost of £58.38. She informed the Committee that East Sussex Highways had been contacted for clarification and she was waiting their response.

Cllr Robinson stated her unhappiness if East Sussex Highways charge to replace an already established shelter and asked if this is charged, that Cllr Smith is contacted as our East Sussex County Councillor for further investigation. Cllr Judd asked that the Officer find out if glass or polycarbonate has the smallest carbon footprint. Due to the importance of having the shelters fixed as quickly as possible for the safety of the residents that use them, it was proposed by Cllr Robinson, seconded by Cllr Mills and unanimously **RECOMMENDED** that the Amenities Officer investigates which material has the smallest carbon footprint and contacts the Committee before a decision is made collectively and ratified at the next meeting, that a claim is made through the insurance company and lastly that GW Shelter Solutions carry out an inspection on the Town Council's remaining bus shelters and provide a report on their condition at a cost of £320 plus VAT.

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2721. To consider repairs to bus shelters (Contd)

The Committee wanted to send their sincere thanks to the Town Clerk and her husband for carrying out this work whilst on annual leave, going above and beyond her role. They also asked that an article is placed in the Town Crier, website and social media detailing the work that the Town Clerk did over this Christmas period and advising that the Town Council will be replacing the bus shelters.

2722. TO NOTE REPAIRS ON TELSCOMBE CLIFFS WAY

The Amenities Officer’s report advised that East Sussex Highways have informed the Town Council that they are undertaking road repair works at Telscombe Cliffs Way on Monday 18th January 2021 between 8am and 4pm. Residents had been informed by social media and the Town Council’s website. This was **noted** by the Committee.

2723. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING OR ADDING ON A FUTURE AGENDA

There were no urgent matters.

There being no further business the meeting closed at 8.50 pm

Signed, Chairman

Next meeting of the Committee – Monday 1st February 2021