

TELSCOMBE TOWN COUNCIL



Minutes of a remote meeting of the **PLANNING & HIGHWAYS COMMITTEE** held on Monday 22nd February 2021 at 7.30 pm.

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

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

2741. PUBLIC QUESTION TIME

There were no members of the public present.

2742. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies were received from Cllr Robinson who was attending a Lewes District Council meeting and this reason was accepted by the Committee.

2743. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

2744. TO APPROVE & SIGN MINUTES OF THE MEETING HELD ON MONDAY 1st FEBRUARY 2021

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

2745. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS

LW/20/0481 – 28 Hamsey Road, Saltdean, East Sussex BN2 8DE

Case Officer: James Emery

Single storey rear extension, enlargement and development of roofspace including hip to gable on north elevation, dormer window to rear elevation and rooflights to front elevation.

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

LW/21/0015 – 7 Brambletyne Avenue, Saltdean, East Sussex BN2 8EL

Case Officer: James Emery

Erection of 2x side dormers, loft conversion to include raising ridge height, installation of front facing Juliet balcony.

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

2746. TO RECEIVE ACTION LIST

The Action List was noted as follows:

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2746. 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	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 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 are yet to be decided – date tbc.	Mar 2021
02.11.2020	Min 2671, p 3275 – To consider progressing wildflower verges for 2021	BB	An agenda item will be added to the next meeting.	Mar 2021
14.12.2020	Min 2699, p 3310 – To consider progressing a proposed wildflower verge in Telscombe Cliffs	BB	An agenda item will be added to the next meeting.	Mar 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
11.01.2021	Min 2716, p 3321 – To consider commenting on LDC's draft interim policy statement for Housing Delivery	BB	An agenda item has been added to this meeting.	Completed
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	An agenda item has been added to this meeting.	Completed

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2746. Action List (Contd)

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
11.01.2021	Min 2718, p 3321 – To consider participating in the Government’s ‘Supporting Housing Delivery & Public Service Infrastructure’ consultation	BB	An agenda item has been added to this meeting.	Completed
11.01.2021	Min 2720, p 3322 – To discuss parking enforcement at Highview Road	BB	Parking Control request sent to ESCC who confirmed it takes 14 months on average for parking reviews to be 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 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
01.02.2021	Min 2732, p 3348 – Action List (planning page on Town Council website)	BB	Investigations in hand concerning a proposed planning section on TTC website.	Mar 2021
01.02.2021	Min 2734, p 3348 – Business Plan Update	BB	Business Plan has now been updated to include memorandum of understanding signed with LDC under sea defences & NPSG terms of reference approved at Full Council	Completed
01.02.2021	Min 2735, p 3349 – To consider bus shelter cleaning for 2021/22	BB	PO issued to Twenty/20 Window Cleaning for the cleaning of 11 bus shelters Feb 2021 – Jan 2022	Completed

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2746. Action List (Contd)

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
01.02.2021	Min 2738, p 3349 – To note the successful Community Infrastructure Levy application and consider way forward	BB	An agenda item has been added to this meeting.	Completed
01.02.2021	Min 2739, p 3349 – Update on proposed tree scheme for Telscombe residents	BB	Progress has been delayed until after lockdown, when ESCC will undertake the scanning of verges for proposed planting of hedges.	Mar 2021
01.02.2021	Min 2740, p 3350 – Urgent Matters (safety concerns with house extension)	BB	Cllr Judd provided pictures of the house in question. LDC's website show plans confirming a wall will be added to the bottom of the property so that it sits in line with the extension. Information emailed to Councillors on 03.02.2021.	Completed
01.02.2021	Min 2740, p 3350 – Urgent Matters (van parking on verge in Telscombe Cliffs)	BB	Parking Shop advised there are no parking restrictions in this area and to report any obstruction on roads to Sussex Police.	Completed
01.02.2021	Min 2740, p 3350 – Urgent Matters (pot holes)	BB	Potholes in three different locations have been reported to ESH.	Completed

Urgent Matters (pot holes) – the Amenities Officer confirmed that one of the potholes has now been filled. East Sussex Highways had confirmed the other two pot holes were not at a level which were causing safety issues so she would continue to assess these two locations and re-report if necessary.

2747. NEIGHBOURHOOD PLAN UPDATE

Cllr Gallagher as Chair of the Neighbourhood Plan steering group advised that Cllr Robinson was starting to go through the 250 Masterplan paper surveys but the initial responses received so far indicate that small town houses and flats were the preferable option for the Meridian site, with shelter and care homes the least preferable. She also confirmed that the University of Brighton Master students were currently underway on pollution and carbon capture projects.

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2748. TO CONSIDER PARTICIPATING IN LEWES DISTRICT COUNCIL'S LAND AVAILABILITY ASSESSMENT CONSULTATION

Cllr Harris as Chair of the Planning & Highways Committee agreed that Cllr Gallagher as Chair of the Neighbourhood Plan Steering Group, could participate in this discussion.

The Amenities Officer's report stated that Lewes District Council (LDC) are currently undertaking a Local Availability Assessment following the 'Call for Sites' submissions a short while ago. LDC are asking Town Councils to help by providing information about these sites to assist in undertaking the assessment. The Amenities Officer confirmed that Cllr Robinson had provided comments to her prior to the meeting and has asked that if a working group is set up, that she be included. Cllr Gallagher advised she would like to be involved in this consultation. Cllr Judd expressed concerns that The Copse was included in the list. It was proposed by Cllr Judd, seconded by Cllr Harris and unanimously **RECOMMENDED** that a working group comprising of Cllrs Gallagher, Harris, Judd, Robinson and Sharkey is set up, with their response being ratified at a future committee meeting.

2749. TO RATIFY RESPONSES ON THREE CONSULTATIONS AS FOLLOWS: Lewes District Council's (LDC) Draft Interim Policy Statement for Housing Delivery LDC's Approach to Disaggregating Local Housing Need for the purposes of the five year housing land supply The Government's 'Supporting Housing Delivery and Public Service Infrastructure'

A working group comprising of Cllrs O'Connor, Robinson and Sharkey met on Tuesday 26th January to discuss the three consultations. A copy of the minutes from that meeting confirming the responses to the two LDC consultations and the decision not to comment on the Government's consultation were provided to the Committee and it was therefore proposed by Cllr Judd, seconded by Cllr Cheta and unanimously agreed to **RATIFY** the responses.

2750. UPDATE ON PROPOSED BUS SHELTER AT BANNINGS VALE AND TO CONSIDER WAY FORWARD

The Committee discussed the Amenities Officer's report concerning the update on the proposed shelter. Contact had been made with East Sussex Highways (ESH) who had confirmed that a wooden bus shelter could be placed on a highway providing it is not enclosed. Prices had been obtained for a wooden bus shelter, as well as further information on a metal shelter with green roof. Lewes District Council had also confirmed that it would be acceptable for the Town Council to take monies from their CIL funds. Contact had also been made with ESH for them to provide a finalised price for the kerbstone works, who had confirmed they had passed this onto a member in their team.

Cllr Robinson had forwarded the Amenities Officer her comments prior to the meeting, stating that this was a project she had bought to the Town Council when she was first elected in 2018. She advised that she would like to use CIL monies and liked the idea of a green roof and the fact the metal bus shelter is recyclable, but noted that the wooden one is also very environmentally friendly. Taking all details into consideration, it was proposed by Cllr Judd, seconded by Cllr Mills and unanimously **RECOMMENDED** that a wooden shelter be placed in this location, with the Amenities Officer making contact with local contractors who specialise in wooden buildings to provide alternative quotations, and that the balance of the payment from the Town Council CIL monies be taken to Full Council for consideration.

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2751. TO NOTE STRENGTHENING LOCAL RELATIONSHIP MEETING

The Amenities Officer confirmed that the next Strengthening Local Relationship meeting is due to take place on Friday 12th March 2021 at 10am and asked that any Committee members wishing to attend or add any items for discussion on the agenda, contact her by the end of the week. This was **noted** by the Committee.

2752. TO CONSIDER APPLYING TO EASTBOURNE AND LEWES DISTRICT COMMUNITY SAFETY PARTNERSHIP FOR GRANT FUNDING ON STREET SIGNS

The Amenities Officer report confirmed that a member of the public had concerns of vehicles speeding at Kirby Drive and asked the Town Council to place speed signs in this area, which was by one of our playgrounds. Speedwatch had initially confirmed they would provide street signs in this location but this had been delayed due to Covid. East Sussex Highways had also been contacted, who advised they would assess the request and ask that we check their website for an update.

Cllr Mills recently attended a JAG meeting and was informed that Eastbourne and Lewes District Community Safety Partnership (ELCSP) are inviting people to make grant applications for street signs under the promoting safety across our roads project. The Amenities Officer advised that if a decision is made to go ahead, it may be tight to obtain all the relevant information before the deadline of 31st March 2021. It was proposed by Cllr Mills, seconded by Cllr Cheta and unanimously **RECOMMENDED** that an application for a grant to be used for street signs in the afore-mentioned area from ELCSP is taken forward.

2753. 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 8.15 pm

Signed, Chairman

Next meeting of the Committee – Monday 15th March 2021