

# TELSCOMBE TOWN COUNCIL



Minutes of a remote meeting of the **PLANNING & HIGHWAYS COMMITTEE** held on Monday 15<sup>th</sup> March 2021 at 7.30 pm.

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

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

## **2754. PUBLIC QUESTION TIME**

There were no members of the public present.

## **2755. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Apologies were received from Cllr Clarkson who was unable to attend due to work commitments and this reason was accepted by the Committee.

## **2756. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST**

There were no declarations of interest.

## **2757. TO APPROVE & SIGN MINUTES OF THE MEETING HELD ON MONDAY 22<sup>nd</sup> FEBRUARY 2021**

The Committee considered the minutes of the meeting and it was proposed by Cllr Brindley, seconded by Cllr Cheta and **RESOLVED** that they were a true record of the proceedings and were signed by the Chairman, Cllr Harris. Cllr Judd advised he was not provided with a copy of the minutes within his paperwork.

## **2758. TO NOTE THE FOLLOWING PLANNING DECISIONS**

### **LW/20/0384 - 46 Fairlight Avenue, Telscombe Cliffs, East Sussex BN10 7BS**

Erection of outbuilding in rear garden to provide self-contained accommodation (Amendment) change of proposed location and retention of trees

Lewes DC **GRANTS PERMISSION**

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

### **LW/20/0458 - 14 Hamsey Road, Saltdean, East Sussex BN2 8DE**

Alteration to the existing front steps and fit a lift alongside to provide wheelchair access

Lewes DC **GRANTS PERMISSION**

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

### **LW/20/0480 - 25 Nutley Avenue, Saltdean, East Sussex BN2 8ED**

Erection of ground floor extension to create porch area and hip to gable loft conversion

Lewes DC **GRANTS PERMISSION**

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

### **LW/20/0512 - 26a Broomfield Avenue, Telscombe Cliffs, East Sussex BN10 7AL**

Demolition of existing bungalow and construction of two new 4 bedroom semi-detached houses

Lewes DC **GRANTS PERMISSION**

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

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## **2758. To Note Planning Decisions (Contd)**

### **LW/20/0539 - 422 South Coast Road, Telscombe Cliffs, East Sussex BN10 7BE**

Conversion of existing ground floor unit from an A1 class retail shop to 1no one bedroom flat

Lewes DC found **PRIOR APPROVAL NOT REQUIRED**

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

### **LW/20/0657 - 31 Central Avenue, Telscombe Cliffs, East Sussex BN10 7LY**

Erection of single storey infill rear extension

Lewes DC **GRANTS PERMISSION**

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

### **LW/20/0685 - 83 Cissbury Crescent, Saltdean, East Sussex BN2 8RH**

Single storey rear extension

Lewes DC **GRANTS PERMISSION**

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

### **LW/20/0767 - 7 Sunset Close, Telscombe Cliffs, East Sussex BN10 7EG**

Rear single storey extension to side of existing single storey extension

Lewes DC **GRANTS PERMISSION**

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

### **LW/20/0805 - 127 Bannings Vale, Saltdean, East Sussex BN2 8DH**

Roof conversion

Lewes DC **GRANTS PERMISSION**

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

### **LW/20/0811 - 153 Rodmell Avenue, Saltdean, East Sussex BN2 8PH**

Proposed front dormer window to front elevation

Lewes DC **GRANTS PERMISSION**

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

### **LW/20/0819 - 340 South Coast Road, Telscombe Cliffs, East Sussex BN10 7EW**

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

Lewes DC **REFUSES PERMISSION**

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

### **LW/20/0822 - 98 Telscombe Cliffs Way, Telscombe Cliffs, East Sussex BN10 7DE**

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

Lewes DC **GRANTS PERMISSION**

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

### **LW/20/0870 - 19 Kirby Drive, Telscombe Cliffs, East Sussex BN10 7DY**

Single storey side extension

Lewes DC **GRANTS PERMISSION**

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

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

Erection of a front balcony

Lewes DC **GRANTS PERMISSION**

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

The Committee **NOTED** the above decisions

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## 2759. TO RECEIVE ACTION LIST

The Action List was noted as follows:

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
21.09.2020	Min 2637, p 3255 – To consider planning application results comparison report	BB	An agenda item has been added to this meeting.	Completed
12.10.2020	Min 2654, p 3268 – To consider applying to East Sussex County Council for formally designated wildflower verges	BB	Applications for wildflower verges sent to ESCC have been approved and BB has asked for details going forward, to be taken to a future meeting.	Apr 2021
02.11.2020	Min 2671, p 3275 – To consider progressing wildflower verges for 2021	BB	An agenda item has been added to this meeting.	Completed
14.12.2020	Min 2699, p 3310 – To consider progressing a proposed wildflower verge in Telscombe Cliffs	BB	An agenda item has been added to this meeting.	Completed
14.12.2020	Min 2704, p 3311 – To Consider Bridleway Gate 8 Applications	BB	Padlock and keys received by TTC. Currently obtaining details for welding of lock.	Apr 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 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	Agenda items have been added to this meeting concerning repairs and inspections on Town Council's bus shelters.	Completed
01.02.2021	Min 2732, p 3348 – Action List (planning page on Town Council website)	BB	A link to the planning section on LDC's website has been added to the Town Council website.	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.	Apr 2021
22.02.2021	Min 2748, p 3355 – To consider participating in LDC's LAA Consultation	BB	A meeting has been set up for 09.03.2021 & TTC's response will be reported back at the next P&H meeting.	Apr 2021
22.02.2021	Min 2750, p 3355 – Update on proposed bus shelter at Bannings Vale and to consider way forward	BB	BB contacted ESH at their request concerning wooden shelter regulations & if work can be undertaken by local contractors. Awaiting reply.	Apr 2021
22.02.2021	Min 2752, p 3356 – To consider applying to ELSCP for grant funding on street signs	BB	Awaiting response from ESH re licence applications before starting application.	April 2021

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## **2760. NEIGHBOURHOOD PLAN UPDATE**

Cllr Gallagher was not in attendance to provide an update. Cllr Judd confirmed that a full briefing will be provided to all Councillors at the Full Council meeting on Wednesday 17<sup>th</sup> March 2021.

## **2761. BUSINESS PLAN UPDATE**

The Business Plan was **noted** by the Committee. Cllr Robinson stated that Project Number 7, Road grass verges, had a project delivery date listed as 2023 and proposed that the hedge planting be finalised earlier. The Amenities Officer confirmed she hoped this to be completed before the end of the current year.

## **2762. PLANNING APPLICATION COMPARISON REPORT**

The Committee considered the report from the Admin Assistant highlighting planning applications which compared Telscombe Town Council's comments alongside Lewes District Council's decisions. It was proposed by Cllr Cheta, seconded by Cllr Sharkey and unanimously **RECOMMENDED** that the analysis is provided again in 6 months' time, with further information provided with regards to the District Council's reasoning for their decisions if different from the Committee's own. Cllr Robinson asked that the Committee's thanks are passed onto the Admin Assistant for her work in providing this information

## **2763. TO CONSIDER COMMENTING ON ROTTINGDEAN PARISH COUNCIL'S DRAFT NEIGHBOURHOOD PLAN**

Rottingdean Parish Council have invited comments on their draft Neighbourhood Plan under Regulation 14. Following consideration, it was proposed by Cllr Judd, seconded by Cllr Robinson and unanimously **RECOMMENDED** not to comment.

## **2764. UPDATE ON WILDFLOWER VERGES**

The report from the Amenities Officer stated that East Sussex County Council had agreed to the two proposed wildflower verges; the verge in front of Gorham Court on the A259 next to Telscombe Tye, Telscombe Cliffs and a verge on Telscombe Road, Telscombe Cliffs, before it turns into Kirby Drive. Contact had been made with the volunteer who undertook our baseline surveys in 2020 and he has agreed to carry out this work for the two new locations this year. Countrymans Contractors have provided a price to cut both locations in October and remove cuttings at £213 plus VAT for the verge opposite Gorham Court and £71 + VAT for the verge at Telscombe Road. It was proposed by Cllr Judd, seconded by Cllr Robinson and unanimously **RECOMMENDED** that the Amenities Officer investigates estimates from alternative contractors, as it was felt the price provided by Countrymans was too high.

## **2765. REPLACEMENT OF 2 BUS SHELTERS FOLLOWING STORM DAMAGE**

The Amenities Officer confirmed that East Sussex Highways had visited both sites and confirmed that both shelters would require full concrete hardstands laid, as the existing ones are in poor condition and would break up when excavated. They also recommended that GW Shelter Solutions carry out the ground work at the same time as replacing the shelters, which would make the work cheaper compared to them having to undertake the work. East Sussex Highways also advised that temporary traffic signs will be required when the shelter on the A259 near the Civic Centre is replaced.

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## **2765. Replacement of 2 bus shelters following storm damage (Contd)**

There was discussion concerning the environmental impact of both bus shelters. Cllr Judd noted that other local Town Councils provide wooden bus shelters and indicated that Telscombe Town Council should also investigate these as options, which will sustainably lower our carbon footprint. The Committee discussed the two shelters separately, as the shelter at East Saltdean should be considered as semi-rural, whereas the shelter in Telscombe Cliffs could not, due to it being on the main A259 road. Following consideration, it was proposed by Cllr Robinson, seconded by Cllr Sharkey and unanimously **RECOMMENDED** that the bus shelter on the A259 Coast Road, Telscombe Cliffs, is replaced by GW Shelter Solutions based on a 2 bay glazed polycarbonate shelter with 2 full end panels including full base and temporary traffic lights at a cost of £6,094 plus VAT. For the bus shelter at Bannings Vale, it was proposed by Cllr Judd, seconded by Cllr Robinson and unanimously **RECOMMENDED** that the Officers investigate a wooden shelter to be added in this location with the insurance company and that their response is emailed to the Committee for a decision on how to proceed, which will be ratified at a future meeting.

## **2766. TO DISCUSS REPORT ON TOWN COUNCIL OWNED BUS SHELTERS**

The Amenities Officer's report discussed the findings from GW Shelter Solutions with regards to the inspections carried out on the Town Council owned bus shelters. The bus shelter at the bottom of Telscombe Cliffs Way and another opposite the Telscombe Tavern had been reported as high risk with the roofs being loose and needing immediate action. Emergency works were undertaken to bolt down the roofs at a cost of £75. The remaining shelters apart from the one in Ambleside Avenue next to Carey Down which was recently replaced, require some work doing to them, mostly rubbing down and painting. Estimates are being obtained and will be taken to a future meeting. This was **noted** by the Committee. Cllr Robinson asked if M Evans could be invited to provide a quotation as he has carried out good work in the past on behalf of the Council and most recently to the windows at the Civic Centre.

## **2767. TO CONSIDER CHANGING COMMITTEE MEETINGS FROM THREE TO FOUR WEEK CYCLES**

The Committee discussed the proposal from Lewes District Council who were planning to change their Planning Application meetings from a 21 day cycle to monthly meetings. The Town Council meetings are scheduled in three week intervals, as some planning applications arrive between the agenda being issued and the meeting taking place, which allows the Town Council to respond within the requested 28 day interval. Taking this into consideration, it was proposed by Cllr Cheta, seconded by Cllr Sharkey and unanimously **RECOMMENDED** that the Town Council continue running their committee meetings in 3 week intervals.

## **2768. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING OR ADDING ON A FUTURE AGENDA**

The Amenities Officer advised that South Downs National Park Authority had invited the Town Council to comment on two consultations; the draft Camping and Glamping Technical Advice Note and the Parking Supplementary Planning Document. As both consultations were sent to the Town Council after the agenda had been published and the deadlines were due before the next committee meeting, an email had been sent to the Committee with the details concerning both consultations.

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**2768. Urgent Matters (Contd)**

The Amenities Officer asked the committee to consider if they would like to comment and it was proposed by Cllr Robinson seconded by Cllr Judd and unanimously **RECOMMENDED** not to comment on either consultation.

There being no further business the meeting closed at 8.16 pm

Signed, Chairman .....

*Next meeting of the Committee – Wednesday 7<sup>th</sup> April 2021*