

# TELSCOMBE TOWN COUNCIL



Minutes of a meeting of the **PLANNING & HIGHWAYS COMMITTEE** held on **Monday 28<sup>th</sup> June 2021** at 7.30 pm.

**COMMITTEE MEMBERS PRESENT:** Councillors D Brindley *Vice Chairman*, C Gallagher, J Harris, D Judd *Mayor*, C Robinson *Deputy Mayor*, A Selby & I Sharkey *Chairman*

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

## **2821. PUBLIC QUESTION TIME**

There were no questions from the member of public present.

## **2822. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Apologies were received from Cllr Clarkson, who had work commitments and this was accepted by the Committee.

## **2823. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST**

Cllr Robinson declared an interest in Agenda Item Number 6, specifically planning application LW/21/0268 43 Ashurst Avenue, as the applicant is an associate.

## **2824. TO APPROVE & SIGN MINUTES OF THE MEETING HELD ON MONDAY 7<sup>th</sup> JUNE 2021**

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

## **2825. TO NOTE THE REPORT ON THE USE OF DESIGN GUIDE FOR PEACEHAVEN AND TELSCOMBE NEIGHBOURHOOD PLAN**

Nancy Astley, who was happy for her name to be recorded in the minutes, was present to provide a presentation on the design codes drawn up through the Neighbourhood Plan. Ms Astley outlined the need for design guides which takes the focus away from current legislation and focuses more on design. Ten separate character areas were identified within the two towns and this presentation focused on North Peacehaven and Telscombe Cliffs. The properties in these areas are predominately houses and bungalows with front gardens, large back gardens and off street parking. Any developers who put future applications in for these areas can see the type of character they should be working towards. Recommendations were provided for both street and building codes, including retention of verges and wide paths, planting trees and how extensions on current properties should be built to keep in with the character of the area. The report also included the important green amenity space of Chatsworth Park, environmental features, street lighting and types of street furniture.

Cllr Gallagher advised the Committee that the design guide was created by AECOM and a presentation will also be provided to Peacehaven Town Council before being taken to Lewes District Council (LDC), in the hope it will be adopted as one of their supplementary guidance documents. This would also assist with an interim period whilst the Neighbourhood Plan goes to a referendum. Ms Astley also advised that the new Planning Act is likely to start at the end of this year, which will be looking at Local Plans to create design codes for the local areas. If

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## **2825. To note the report on the use of Design Guide for Peacehaven and Telscombe (Contd)**

the design code is agreed by LDC, this would allow them to instruct any future development to take place within the remit of the report.

Cllr Selby asked how the improvement of the environmental features would go ahead for current properties looking to extend. Ms Astley advised that any planning applications would need an environmental report, to include biodiversity gain and solar energy.

*Nancy Astley left the meeting at 8pm.*

## **2826. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS**

### **LW/21/0214 38 Crowborough Road, Saltdean, East Sussex BN2 8EA**

*Case Officer: Tom Bagshaw*

Single storey rear extension, hip-to-gable roof extensions to front and rear with new dormer windows to the side

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

### **LW/21/0268 43 Ashurst Avenue, Saltdean, East Sussex BN2 8DR**

*Case Officer: James Emery*

Loft conversion including creation of dormer to front and rear

The Committee considered the application and it was proposed by Cllr Brindley, seconded by Cllr Selby and recommended to **SUPPORT** the application. Cllr Robinson did not vote as she had declared an interest in this application.

### **LW/21/0279 131 Telscombe Cliffs Way, Telscombe Cliffs, East Sussex BN10 7DP**

*Case Officer: Rita Burns*

Installation of front access ramps for wheelchair access. Removal of front porch and replacement of front door and windows

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

### **LW/21/0310 66 Cissbury Crescent, Saltdean, East Sussex BN2 8RJ**

*Case Officer: Julie Cattell*

Conversion of existing garage into habitable room and erection of single storey side extension

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

### **LW/21/0327 1 Chatsworth Close, Telscombe Cliffs, East Sussex BN10 7LW**

*Case Officer: Rita Burns*

Creation of a single storey extension

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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## **2826. Planning Applications (Contd)**

### **LW/21/0344 11A Nutley Avenue, Saltdean, East Sussex BN2 8ED**

*Case Officer: Rita Burns*

Demolition of existing single garage and formation of two storey, two bedroom detached house

The Committee considered the application and it was proposed by Cllr Brindley, seconded by Cllr Robinson and unanimously recommended to **OBJECT** to the application for the following reasons;

- (i) Overdevelopment
- (ii) Loss of light and overshadowing to neighbouring properties
- (iii) Increase of noise and traffic in the local area

### **LW/21/0353 25 Central Avenue, Telscombe Cliffs, East Sussex BN10 7LY**

*Case Officer: James Emery*

Single storey side extension, two storey rear extension and alterations to existing garage roof

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

### **LW/21/0375 13 Broomfield Avenue, Telscombe Cliffs, East Sussex BN10 7AL**

*Case Officer: Tom Bagshaw*

Single storey rear extension, front entrance porch and external facing materials changes

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

## **2827. TO NOTE THE FOLLOWING TREE WORKS APPLICATION DECISION**

### **TW/21/0032 – Land next to 83 Telscombe Cliffs Way, Telscombe Cliffs, East Sussex BN10 7DD**

All overhanging limbs from trees to be cut back at least 2 metres from the property.

The consent is **GRANTED** subject to the following conditions:-

- (1) The specified works hereby approved shall not exceed those approved above and shall conform to British Standards BS:39898: 2010 Tree Work – Recommendations.
- (2) The above works must be completed within two years of the date of this consent and in the event of the works not being completed by that date, further consent will be required.

The Committee **NOTED** the above decision.

## **2828. TO RECEIVE ACTION LIST**

The Action List was noted as follows:

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
14.12.2020	Min 2704, p 3311 – To Consider Bridleway Gate 8 Applications	BB	Welding of lock completed and new keys collected from successful applicants.	Completed

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## 2828. Action List (Contd)

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
11.01.2021	Min 2712, p 3318 – To note the following Planning Appeal decision	BB	Scooter store not yet removed at Flat 1, Martlets House, Bannings Vale. LDC issued a notice to the Housing Association, who conf removing asap	July 2021
11.01.2021	Min 2720, p 3322 – To discuss parking enforcement at Highview Road	BB	Parking control request sent to ESCC who conf it takes approx. 14 months for parking reviews to be completed.	Mar 2022
01.02.2021	Min 2739, p 3349 – Update on proposed tree scheme for Telscombe residents	BB	Progress has been delayed until June 2021, when ESCC will undertake the scanning of verges for proposed planting of hedges.	July 2021
15.03.2021	Min 2762, p 3371 – Planning application comparison report	BB	Report comparing LDC's decisions against TTC's and reasons why, to be compiled & placed on agenda for September.	Sept 2021
07.04.2021	Min 2779, p 3393 – Update on proposed new bus shelter at northern end of Bannings Vale and to consider way forward	BB	ESCC contractor quoted £8,100 for kerbstone works to bus shelter. Remaining monies to be taken to Full Council for consideration.	July 2021
07.04.2021	Min 2780, p 3394 – To ratify decision on replacement of 2 bus shelters following storm damage	BB	Replacement of bus shelter at SCR completed and bus shelter at bottom of Bannings Vale to be completed w/c 05.07.2021 due to ESH not receiving forms in time.	July 2021
26.04.2021	Min 2796, p 3400 – To consider estimates for repairs on Town Council bus shelters	BB	A Purchase Order has been issued to GW Shelter Solutions for repairs to the Town Council bus shelters. To be repaired approx. end June 2021.	July 2021
17.05.2021	Min 2809, p 3412 – To consider investigating a community speed watch team in Telscombe Cliffs	BB	An article has been added to the Town Crier, asking anyone wishing to participate in this volunteer scheme to contact the Town Council.	July 2021

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## 2828. Action List (Contd)

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
17.05.2021	Min 2812, p 3412 – Urgent Matters	BB	BB to request wildflower verge on SCR at junction of Highview Road (where public bench sits) for 2021/22 in autumn. Further complaints received on potential planning breach at Cliff Gardens (ref EN/21/0119). LDC have not received a response to date.	Oct 2021  July 2021
07.06.2021	Min 2820, p 3439 – Urgent Matters	BB	The drain cover on pathway next to Toyota Garage is back in place. Damaged street sign at Gorham Way reported to LDC, who advised there is a delay with the suppliers, so may take a while to be replaced.	Completed  Aug 2021

Repairs on Town Council bus shelters – The Amenities Officer reported that the repairs to the shelters were currently being undertaken and will be finished by the end of the week.

Replacement of two bus shelters following storm damage – Cllr Harris asked why the bus shelter entrance on the South Coast Road had been moved so that it is no longer facing the road. The Amenities Officer confirmed that the entrance had been moved following recommendations from Highways to support wheelchair access.

Urgent Matters (planning breach at Cliff Gardens) – Cllr Robinson advised that the planning officer at LDC visited the site and confirmed a method statement will be submitted by the planning agent.

## 2829. BUSINESS PLAN UPDATE

The Committee **noted** the Business Plan.

## 2830. TO CONSIDER COMMENTING ON THE HOVE STATION NEIGHBOURHOOD PLAN REGULATION 16 CONSULTATION

Brighton & Hove City Council invited Telscombe Town Council to comment on Hove Station Neighbourhood Plan. It was proposed by Cllr Gallagher, seconded by Cllr Robinson and unanimously **RECOMMENDED** not to comment.

## 2831. TO NOTE UPCOMING ROADWORKS ON A259, TELSCOMBE CLIFFS AND PEACEHAVEN

The Committee noted the report confirming that East Sussex Highways will be carrying out carriageway patching and joint repairs on A259 South Coast Road, Telscombe Cliffs and

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## **2831. To note upcoming roadworks on A259, Telscombe Cliffs and Peacehaven (Contd)**

Peacehaven. Cllr Robinson advised she had emailed Highways to ask why they were closing the road for a second time between Peacehaven and Newhaven and suggested that they carry out works to one side of the road at a time. Unfortunately she had not received a response to her query.

## **2832. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING OR ADDING ON A FUTURE AGENDA**

Cllr Robinson asked why the grass cutting contractors do not trim the verges before cutting as there are lots of tall tufts. She also asked if the edges of the verges could also be trimmed. Cllr Judd advised that the work cannot be undertaken this way as the loose debris from the verges comes up and hits car windows, causing damage.

Cllr Robinson also advised that an elderflower tree is encroaching the twitten between Buckhurst Road and Cliff Gardens, and that it is also blocking the street light. The Amenities Officer confirmed that she would report this to the County Council.

## **2833. EXCLUSION OF PRESS AND PUBLIC**

It was **RESOLVED** to exclude the press and public during consideration of the following items pursuant to section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960 on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted.

## **2834. TO CONSIDER AN APPLICATION FOR AN ADDITIONAL KEY TO THE GATE AT BRIDLEWAY 8**

The Committee considered the request for an additional key to the gate at Bridleway 8. The applicant lives in Telscombe Village and has been provided one key for their household. A second key has been requested as both husband and wife work in London and need to drop off and pick up their children from senior school in Brighton. It was proposed by Cllr Judd, seconded by Cllr Selby and unanimously **RECOMMENDED** that a second key be provided if the applicants pay another £100 deposit for their second key.

The Committee also discussed events from the previous week. The Amenities Officer had sent a report over to the Committee the previous Friday, which confirmed that the welding of the padlock onto the gate at Bridleway 8 had been completed that week and new keys had been provided to the successful applicants. Unfortunately, however, the lock was cut off several hours after being welded by the contractor. If a new lock is purchased to be welded back onto the gate, it is likely to be cut off again. There was much discussion about the gate and if the Council should be allowing anyone to drive over a Bridleway. Concerns were raised by Cllr Gallagher that if the gate was kept open, the amount of traffic going through to Telscombe Village would increase. Cllr Judd suggested that the purchasing of a new lock and keys and welding should be undertaken by non-local contractors. It was **agreed** for the Amenities Officer to obtain costs for placing a concrete or metal bollard to stop vehicles from using the Bridleway, costs for a new key and lock to the gate, and for contact to be made with the Rural Crime Team at Sussex Police and the Planning Office at South Downs National Park. This information can then be taken to the next meeting when a decision can be made.

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There being no further business the meeting closed at 8.55 pm

Signed, Chairman .....

*Next meeting of the Committee – Monday 19<sup>th</sup> July 2021*