

TELSCOMBE TOWN COUNCIL



Minutes of a meeting of the **PLANNING & HIGHWAYS COMMITTEE** held in Telscombe Civic Centre on **Monday 31st January 2022** at 7.30 pm.

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

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

2954. PUBLIC QUESTION TIME

There were no members of the public present.

2955. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies were received from Cllr Brindley for personal reasons, Cllr Clarkson for work commitments and Cllr Gallagher for health reasons. These reasons were accepted by the Committee. Cllr Sharkey has been granted leave of absence until May 2022.

2956. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

2957. TO APPROVE & SIGN MINUTES OF THE MEETING HELD ON MONDAY 10th JANUARY 2022

The Committee considered the minutes of the meeting on 10th January 2022 and it was proposed by Cllr Harris, seconded by Cllr Selby and **RESOLVED** that they were a true record of the proceedings and were signed as correct by the Vice Chairman, Cllr Robinson.

2958. TO NOTE THE FOLLOWING PLANNING DECISIONS

LW/21/0646 - 4 Walesbeech Road, Saltdean, East Sussex BN2 8EF

Single-storey rear extension with extension to roof terrace and change of guarding.

LewesDC **GRANTS PERMISSION**

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

LW/21/0850 – 62 Bannings Vale, Saltdean, East Sussex BN2 8DG

Outline application with all matters reserved for demolition of existing bungalow and erection of 2no, semi-detached, bungalows and enlargement of vehicular access.

LewesDC **GRANTS PERMISSION**

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

LW/21/0887 – 51 Bevendean Avenue, Saltdean, East Sussex BN2 8PF

Hip to gable side roof extension with side facing window, rear dormer, front rooflight, single storey rear extension with lantern rooflight, addition of access ramp and glass balustrade to front entrance, creation of hard standing paving with additional parking space.

LewesDC **GRANTS PERMISSION**

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

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2958. To note the following Planning Decisions (Contd)

LW/21/0914 – 14-16 Longridge Avenue, Saltdean, East Sussex BN2 8LH

Extension of the first floor to comprise 2 one-bedroom apartments and a roof extension to form 1 two-bedroom apartment including the provision of three parking spaces to the rear.

LewesDC **GRANTS PERMISSION**

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

The Committee noted the planning decisions.

2959. TO RECEIVE ACTION LIST

The Action List was noted as follows:

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
11.01.2021	Min 2720, p 3322 – To discuss parking enforcement at Highview Road	BB	Parking Team have advised they will provide us with an update on our request next month.	Mar 2022
07.04.2021	Min 2779, p 3393 – Update on proposed new bus shelter at northern end of Bannings Vale & to consider way forward	BB	ESH approved licences & we have ordered bus shelter & authorised ground works. Works due to be carried out 2/2/22	Feb 2022
09.08.2021	Min 2859, p 3479 – Update on Gate at Bridleway 8	BB	Gate to be left open for 6 months and the Committee to then make a final decision on way forward.	Feb 2022
09.08.2021	Min 2862, p 3479 – To consider an application for an additional key to the gate at Bridleway 8	SN	SN has informed applicant of the situation and that it will be reviewed in 6 months' time.	Feb 2022
20.09.2021	Min 2884, p 3506 – Planning application comparison report	BB	Report comparing LDC's decisions against TTC's and reasons why, to be compiled & placed on agenda for March.	Mar 2022
11.10.2021	Min 2898, p 3521 – To agree the urban grass cutting options from 2022	BB/SN	Full Council approved options & contractor.	Complete
01.11.2021	Min 2914, p 3528 – To consider investigating match funding scheme for a school crossing at TCW	BB	An agenda item has been added for this meeting to discuss outcome of discussions with ESCC's Traffic & Safety Manager.	See new agenda item

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2959. Action List (Contd)

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
01.11.2021	Min 2916, p 3528 – Urgent Matters	CR/SN BB	Re bench at Highview Road – this has been passed back to TRA for action. An article has been added to the next Town Crier re shared pedestrian and bicycle lane on A259.	Feb 2022 Completed
22.11.2021	Min 2925, p 3551 – To consider progressing a proposed wildflower verge in Telscombe Cliffs	BB	A new agenda item has been added to this meeting re proposed wildflower verge at Highview Road.	See new agenda item
13.12.2021	Min 2939, p 3565 – To consider a bus shelter request in Telscombe Cliffs	BB	Committee to decide if they would like a bus shelter added at this location when considering 2023/24 budget.	July 2022
10.01.2022	Min 2953, p 3572 – To agree on bus shelter cleaning for 2022/23	BB	A new agenda item has been added to this meeting to consider a way forward.	See new agenda item

The Amenities Officer advised that the action list should include minute 2951 Urgent Matters, where Cllr Harris had reported damage to a grass verge on the South Coast Road near to the glass shop. Vehicles were driving over the verge and churning it up and this has since been reported to Highways to see if they can repair the verge. This item will be added to the action list for future agendas and she asked if anyone sees any vehicles parking on this verge, to take a picture with the registration plate, so it can be reported to the Parking Team at Lewes.

2960. NEIGHBOURHOOD PLAN UPDATE

The draft Neighbourhood Development Plan is now ready for consultation as per Schedule 14 regulations. Amended Terms of Reference to reflect changes to the composition of the Steering Group have been prepared and agreed by Full Council. Cllr Judd reported that there will be another steering group meeting tomorrow and that leaflets are being printed this week.

2961. TO REVIEW THE BUSINESS PLAN

The Committee **noted** the Business Plan. Cllr Robinson noted that the terms of reference had been agreed at Full Council for project number 7; Develop a Neighbourhood Plan with PHTC P2.

2962. TO CONSIDER COMMENTING ON SOUTH DOWNS NATIONAL PARK AUTHORITY'S SELF-BUILD AND CUSTOM HOUSEBUILDING REGISTER

The Committee considered the request from the South Downs National Park Authority to comment on their Self-Build and Custom Housebuilding Register. It was proposed by Cllr

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2962. To consider commenting on South Downs National Park Authority's Self-Build and Custom Housebuilding Register (Contd)

Judd, seconded by Cllr Selby and unanimously **RECOMMENDED** that the Amenities Officer responds with the same short statement as provided with Lewes District Council's consultation; 'Telscombe Town Council would recommend a point-based system using the suggested criteria and that the eligibility is extended beyond the Armed Forces to include key workers such as doctors, paramedics, teachers, etc.'

2963. TO NOTE SUCCESSFUL WILDFLOWER VERGE APPLICATION

The Amenities Officer's report confirmed that East Sussex County Council (ESCC) have included the proposed wildflower verge at Highview Road, Telscombe Cliffs, within their designated verges for 2022. The area will be cut once in the autumn and any checks will be undertaken by the County Council. This was **noted** by the Committee. Cllr Robinson thanked the Amenities Officer for her work and asked that when the residents who live behind this verge are advised in writing, that we include confirmation that the grass verge will be cut once in the autumn.

2964. UPDATE ON MEETING WITH ESCC's TRAFFIC & SAFETY MANAGER

The report from the Amenities Officer confirmed that at the recent meeting with the Traffic and Safety Manager at ESCC, Telscombe Town Council had raised requests for two controlled crossings at Telscombe Cliffs Way, road safety next to Telscombe Cliffs School and road markings on the A259 road at Longridge Avenue. It was noted that a copy of the minutes had been emailed over to the Committee earlier in the day.

Requests for the controlled crossings have previously been assessed in 2021 for Telscombe Cliffs Way and assessed in 2013 at Kirby Drive, and do not meet the benchmark score of 70. Road safety at Telscombe Cliffs Way was also discussed and Vehicle Activated Signs (VAS) were considered as an option. The Traffic & Safety Manager advised there are strict rules on digital speed indicators and provided the Amenities Officer with a copy of the VAS working practice form, which had been included with the agenda paperwork for this meeting. It is unlikely this area will meet the criteria, although the Town Council can apply for a semi-permanent VAS at a cost of approximately £3,500. Finally, as the road markings on the South Coast Road at the junction with Longridge Avenue is over the border in Brighton, it would need to be reported to Brighton & Hove City Council.

Following consideration, it was proposed by Cllr Judd, seconded by Cllr Harris and unanimously **RECOMMENDED** to undertake the following actions: a) that the Traffic & Safety Team are contacted to carry out an assessment for the crossing at Kirby Drive at 8.15am on a week day, due to it last being assessed 9 years ago, b) that we do not continue investigating a crossing at Telscombe Cliffs Way as it does not meet the benchmark score and the costs to the Town Council, even with Community Match Funding, is too high and c) that the Town Clerk contacts Peacehaven's Town Clerk, to see if they would be interested in participating in a joint programme for a semi-permanent VAS.

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2965. TO AGREE BUS SHELTER CLEANING FOR 2022/23

The Amenities Officer advised that she had contacted Twenty/20 Window Cleaning, who had advised that they would be willing to clean our bus shelters every 6 weeks (totalling 8 cleans a year) at a cost of £7.50 per shelter. Following consideration, it was proposed by Cllr Judd, seconded by Cllr Selby and unanimously **RECOMMENDED** that Twenty/20 Window Cleaning undertake the bus shelter cleaning every 6 weeks at the price of £7.50 per bus shelter x 12 shelters x 8 cleans = £720 per annum, commencing from April 2022 and that they also undertake a one-off clean between February and March at the new rate.

2966. 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 7.52 pm.

Signed, Chairman

Next meeting of the Committee – Monday 21st February 2022