



# TELSCOMBE TOWN COUNCIL

Minutes of a meeting of the **Planning & Highways Committee** held in Room 1 at Telscombe Civic Centre on **Wednesday 9<sup>th</sup> April 2025** at 7.30 pm.

**COMMITTEE MEMBERS PRESENT:** Councillors C Gallagher *Chairman*, M Lawrie and L O'Connor *Mayor*

**Also Present:** Stella Newman, Town Clerk & RFO  
Angela Greenfield, Admin & Finance Assistant (*minutes*)  
1 member of the public

## **3675. PUBLIC QUESTION TIME**

There were no questions from the member of public present.

## **3676. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Apologies were received from Cllr Clarkson as he was away, Cllr Robinson as she was unwell, and Cllrs Sharkey and Watts who were attending another meeting. These reasons for absence were accepted by the Committee.

## **3677. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST IN RELATION TO MATTERS ON THE AGENDA**

Cllr O'Connor declared an interest as he knows the owner of 43 Ashurst Avenue.

## **3678. TO APPROVE & SIGN MINUTES OF THE MEETING HELD ON WEDNESDAY 12<sup>th</sup> MARCH 2025**

It was proposed by Cllr Lawrie, seconded by Cllr O'Connor and unanimously **RESOLVED** that the minutes of the meeting held on 12<sup>th</sup> March 2025 were a true record of the proceedings and were signed as correct by the Chair, Cllr Gallagher.

## **3679. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS**

### **LW/24/0793 - Ashurst House, 47 Ashurst Avenue, Saltdean, East Sussex BN2 8DR**

*Case Officer: Ella Rigluth*

Variation of condition 2 (Privacy screen) relating to approval LW/24/0184 - change from an obscured glazing screen to a trellis with permanent faux mixed leaf and ivy screen

It was noted that this application had previously been considered at a Committee meeting on 29<sup>th</sup> January. Lewes District Council had subsequently received plans/pictures of the proposal and had therefore sent it out again for comment. It was proposed by Cllr O'Connor, seconded by Cllr Lawrie and unanimously **RECOMMENDED** to **SUPPORT** the application.

### **LW/25/0022 - 11 Tye View, Telscombe Cliffs, East Sussex BN10 7DN**

*Case officer: Kathryn Andrews*

Conversion of an existing integral garage into an additional bedroom and small utility room

It was proposed by Cllr Gallagher, seconded by Cllr O'Connor and unanimously **RECOMMENDED** to **SUPPORT** the application.



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## 3679. To consider the following planning applications (Contd)

### **LW/25/0034 - 46 Hamsey Road, Saltdean, East Sussex BN2 8EH**

*Case Officer: James Emery*

Replacement of existing single-storey side lean-to with extension, new double gable ended roof, addition of 2no. dormers at front a 1no. dormer at rear, increase in width/height to existing porch, addition of balcony with balustrade above existing garage, 1no. Juliet balcony to side and amendments to fenestration at all elevations (New Plans: HR-003, 004 and 004 Rev d)

This application had previously been considered by the Committee at a meeting on 19<sup>th</sup> February and members noted that attempts had been made to reduce the bulk of the proposed development in the revised plans. However, due to the topography of the road, it was proposed by Cllr Gallagher, seconded by Cllr Laurie and unanimously **RECOMMENDED** to **OBJECT** to the application for the following reasons:-

- i. Out of character with the area
- ii. Overbearing in terms of scale and proportions
- iii. Loss of light
- iv. Overlooking neighbouring properties
- v. Contravenes our Policy PT1 High Quality Design
- vi. Contravenes LDC Policy DM25 Design
- vii. Contravenes LDC Policy DM28 Residential Extensions

### **LW/25/0118 - 73 Northwood Avenue, Saltdean, East Sussex BN2 8RG**

*Case Officer: James Emery*

Replace existing garage with single storey annex

It was proposed by Cllr Gallagher, seconded by Cllr Laurie and unanimously **RECOMMENDED** to **SUPPORT** the application.

### **LW/25/0125 - 43 Ashurst Avenue, Saltdean, East Sussex BN2 8DR**

*Case Officer: James Emery*

Existing certificate of lawfulness for rear raised decking

Cllr O'Connor had declared an interest and the Chair also advised that she knew the applicant. The Committee was therefore unable to make a comment on this application as it was inquorate.

### **LW/25/0127 - 39 Gorham Way, Telscombe Cliffs, East Sussex BN10 7BA**

*Case Officer: James Emery*

Single storey infill extension to rear and loft conversion compromising 2no. front dormers, hip to gable conversion of existing roof over rear extension and rear dormer

It was proposed by Cllr Gallagher and seconded by Cllr Lawrie to **SUPPORT** this application. Cllr O'Connor **OBJECTED** to the application.

## 3680. TO RATIFY THE FOLLOWING PLANNING APPLICATION DECISION

### **LW/25/0086 - 36 Cissbury Crescent, Saltdean, East Sussex BN2 8RJ**

*Case Officer: James Emery*

LW/25/0086 - Garage conversion including raising of roof height, single storey rear extension and extension of raised decking



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## 3680. To ratify the following planning application decision (Contd)

### LW/25/0086 - 36 Cissbury Crescent, Saltdean, East Sussex BN2 8RJ (contd)

In accordance with our Scheme of Delegation, this application was emailed to Councillors for their comments as the closing date for comments was before this meeting. It was unanimously ratified to **SUPPORT** the application.

## 3681. TO NOTE THE FOLLOWING PLANNING APPLICATION DECISIONS

The following planning decisions were noted:-

### LW/24/0731 - Martlet House, 10 Bannings Vale, Saltdean, East Sussex

*Case Officer: Ella Rigluth*

Installation of a mobility scooter store

LewesDC **GRANTED** permission

Telcombe's Planning & Highways Committee **DID NOT SUPPORT** the application

### LW/24/0756 - 64 Northwood Avenue, Saltdean, East Sussex, BN2 8RG

*Case Officer: Ella Rigluth*

Variation of Condition 1 (Plans) and 2 (Restriction to Doors, Windows, Rooflights) in relation to approval LW/23/0130 to add a first floor window at rear elevation

LewesDC **GRANTED** permission

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

### LW/24/0813 - 75 Brambletyne Avenue, Saltdean, East Sussex BN2 8EL

*Case Officer: Ella Rigluth*

Loft conversion with front/rear hip to gable roof, addition of side dormers and alterations to fenestration

LewesDC **GRANTED** permission

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

### LW/25/0003 - 33 Hamsey Road, Saltdean, East Sussex BN2 8EH

*Case Officer: Ella Rigluth*

Demolition of existing conservatory and replacement single storey wraparound extension with garage conversion

LewesDC **GRANTED** permission

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

## 3682. TO NOTE THE ACTIONS CARRIED OUT OR REQUIRED FROM PREVIOUS MEETINGS AND AGREE ANY FURTHER MEASURES REQUIRED

Meeting Date	Issue Detail	Action Owner	Update	Due Date
6.11.24	Min 3592, p 4232 – Urgent Matters – damage to wildflower verge	BB	Damage to the wildflower verge on A259/Fairlight Ave from building material has been reported to ESCC. They have written to the residents and if not removed, will be completed by their contractors.	May 2025



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## 3682. To note the actions carried out or required from previous meetings and agree any further measures required (Contd)

Meeting Date	Issue Detail	Action Owner	Update	Due Date
6.11.24	Min 3592, p 4232 – Urgent matters – damage to wildflower verge (Contd)		<i>19.2.25 Still not rectified and officers were asked to chase this up. 26.2.25 Chased up &amp; ESCC advised they will visit the resident. 13.3.25 ESCC were chased again. They advised resident no in when they visited &amp; will follow up with another letter and visit.</i>	
27.11.24	Min 3597, p 4246 – To discuss speeding traffic in East Saltdean and consider preventative measures	BB	ESCC Traffic & Safety Manager advised ESCC are carrying out a new assessment approach to be completed in summer 2025. They will carry out the assessment & advise us of their findings. ESCC will also add temporary yellow & black road safety posters to these sites in their next order, raise concerns of speeding with Sx Police & concerns of parking with their Parking Team.	Aug 2025
27.11.24	Min 3609, p 4251 – To consider final cost from East Sussex Highways to replace a damaged street light column in Telscombe Village	BB	Committee agreed to accept the new cost but to hold off signing the T&C's until solicitor has provided us with their comments. Details were sent to solicitor by ESALC on 6.12.2024. <i>18.2.25 – SN chased SALC who said they had chased sols &amp; were hoping to hear shortly. 28.3.25 – No update received.</i>	Feb 2025
29.1.25	Min 3642, p 4288 – To consider commenting on SDNP Local Plan review	LOC/CG	Cllrs O'Connor & Gallagher to formulate a response.	March 2025
29.1.25	Min 3644, p 4288 Urgent matters:- re 72 Telscombe Cliffs Way & removal of hedge	LOC	Cllr O'Connor to check with LDC planning dept re removal of the hedge	March 2025
19.2.25	Min 3652, p 4302 - Complaints relating to this Committee		Cllr Robinson requested details about the dangerous drain cover in Central Ave and will follow this up. <i>Repair carried out but may be temporary.</i>	Complete



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## 3682. To note the actions carried out or required from previous meetings and agree any further measures required (Contd)

Meeting Date	Issue Detail	Action Owner	Update	Due Date
19.2.25	Min 3654, p 4302 - Consider commenting on W Saltdean Neighbourhood Forum's Neighbourhood Plan (Regulation 16 Consultation)	LOC/CG /ML	Cllrs O'Connor, Gallagher and Lawrie to prepare a response on behalf of the Council – closing date 10 <sup>th</sup> March. <i>Response compiled and submitted by SRN.</i>	Complete
12.3.25	Min 3667, p 4316 – Business plan update/review	SN	As agreed, the proposed update will be done and considered at the meeting on 30.4.25.	April 2025
12.3.25	Min 3670, p 4316 – Agree bus shelter cleaning for 2025/26	SN	A purchase order has been issued to the contractor for cleaning of our shelters every other month commencing in April.	Complete

Min 3592, p 4232 – Urgent Matters – damage to wildflower verge:- resident has started to clear this area although building works are still being undertaken.

Min 3597, p 4246 – To discuss speeding traffic in East Saltdean and consider preventative measures:- 5 signs have been added to the relevant roads and it was therefore **agreed** to remove this from the action list.

Min 3609, p 4251 – To consider final cost from East Sussex Highways to replace a damaged street light column in Telscombe Village:- An invoice has been received for this work, however, no purchase order was raised and the contract was not signed as there was a query with the terms. The Town Clerk has contacted Balfour Beatty to advise them of these facts and is awaiting a reply.

Min 3642, p4288 - To consider commenting on SDNP Local Plan review:- A response has been submitted and it was **agreed** that this item can be removed from the action list.

Min 3644, p 4288 Urgent matters:- re 72 Telscombe Cliffs Way & removal of hedge – Cllr O'Connor to chase Lewes District Council Enforcement Team again.

The remainder of the action list was **noted**.

## 3683. TO NOTE COMPLAINTS RELATING TO THIS COMMITTEE

The Committee **noted** the complaints.

## 3684. NEIGHBOURHOOD PLAN UPDATE

Cllr O'Connor had contacted Lewes District Council and spoken to the Planning Policy Lead regarding the delay in progressing the plan following the member of staff that was dealing with it leaving their employment. They apologised and advised they may have to hire a consultant to progress this and Cllr O'Connor will contact them again for an update.



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## **3685. TO NOTE BRIGHTON & HOVE CITY COUNCIL 2025-26 BUS GRANT DELIVERY PLAN**

The Committee **noted** the Brighton & Hove City Council 2025-26 Bus Grant Delivery Plan.

## **3686. TO NOTE CHANGES TO BUS SERVICES IN LEWES DISTRICT**

The Committee **noted** the changes to bus services in Lewes District.

It was agreed that an article be placed in the Town Crier newsletter combining the information provided in the reports for minute number 3685 and 3686 regarding the Bus Services.

## **3687. TO CONSIDER WHETHER TO PARTICIPATE IN THE EASTBOURNE LAND AVAILABILITY ASSESSMENT - CALL FOR SITES AND METHODOLOGY CONSULTATION 2025**

It was proposed by Cllr O'Connor, seconded by Cllr Gallagher and unanimously **RECOMMENDED** not to comment on this consultation.

## **3688. TO CONSIDER COMMENTING ON THE O VingDEAN NEIGHBOURHOOD AREA & FORUM APPLICATIONS**

It was proposed by Cllr O'Connor, seconded by Cllr Lawrie and unanimously **RECOMMENDED** to respond and ask Brighton & Hove City Council to check the boundaries of the proposed neighbourhood area to ensure that there is no overlap between Ovingdean, Woodingdean & Rottingdean.

## **3689. 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 – Wednesday 30<sup>th</sup> April 2025*