

# TELSCOMBE TOWN COUNCIL



To Chairman and Members of the Planning & Highways Committee:-  
Cllr C Clarkson, Cllr C Gallagher *Chair*, Cllr M Lawrie,  
Cllr C Ndeloa, Cllr L O'Connor, Cllr C Robinson,  
Cllr I Sharkey *Mayor*, Cllr N Watts *Vice Chair & Deputy Mayor*  
and Cllr T Williamson

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27<sup>th</sup> August 2025

You are summoned to attend a meeting of the **Planning & Highways Committee** to be held in Room 1 at Telscombe Civic Centre on **Wednesday 3<sup>rd</sup> September 2025 at 7.30pm.**

Stella Newman  
Town Clerk

## AGENDA

1. Public question time - Members of the public are welcome to attend and may ask questions relevant to the Committee - maximum time allotted 15 minutes
2. Apologies for absence and substitutions
3. To receive Members' declarations of interest in relation to matters on the agenda
4. To approve the minutes of the Planning & Highways meeting held on Wednesday 13<sup>th</sup> August 2025 – *attached*
5. To consider the following planning applications:-  
**LW/25/0459 – 35 Bannings Vale, Saltdean, East Sussex BN2 8DB**  
*Case Officer: Ella Rigluth*  
Removal of condition 3 (Matching materials) relating to approval LW/25/0250 - build with blockwork and apply rendered finish  
**LW/25/0485 – 8 Walesbeech Road, Saltdean, East Sussex BN2 8EF**  
*Case Officer: Ella Rigluth*  
Extending surrounding wall to existing roof terrace to create brick and glass balustrade and the addition of an external access timber staircase  
**LW/25/0492 – 39b Rodmell Avenue, Saltdean, East Sussex BN2 8PG**  
*Case Officer: Ella Rigluth*  
Erection of single-storey rear extension, addition of 2no. dormers (front and rear), raising existing front gable to form 1no. balcony at first-floor level, removal of existing chimney and alterations to fenestration
6. To note the planning decisions made by LewesDC – *see attached*  
**LW/25/0357 – 5 Fairlight Avenue, Telscombe Cliffs, East Sussex BN10 7BN**  
*Case Officer: James Emery.* Replacement of single storey rear extension, single storey front porch extension, hip-to-gable side roof extension, dormer to front and rear roof slope, front roof light, alterations to fenestration, white rendering and cladding  
**LewesDC GRANTED permission**
7. To note actions carried out or required from previous meetings and agree any further measures required – *see attached*
8. Business Plan update/review – *see attached*

# TELSCOMBE TOWN COUNCIL



9. Neighbourhood Plan update – *see attached*
10. To note a joint call for sites to meet Gypsy, Traveller and Travelling Show people accommodation needs by local Councils and the South Downs National Park Authority and to consider a possible response – *see attached*
11. To note changes to the bus services in East Sussex this autumn – *see attached*
12. Urgent matters at the discretion of the Chairman for noting or adding on a future agenda

*The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded. Any member of the public who attends a meeting and objects to being filmed should advise the Clerk (in advance) who will instruct that they are not included in the filming.*

*Next Committee meeting - Wednesday 24<sup>th</sup> September 2025*



# TELSCOMBE TOWN COUNCIL

Minutes of a meeting of the **Planning & Highways Committee** held in Room 1 at Telscombe Civic Centre on **Wednesday 13<sup>th</sup> August 2025** at 7.30 pm.

**COMMITTEE MEMBERS PRESENT:** Councillors C Gallagher *Chairman*, L O'Connor, C Robinson, I Sharkey *Mayor* & T Williamson

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

## **3767. PUBLIC QUESTION TIME**

There were no members of the public present.

## **3768. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Apologies were received from Cllr Watts who was working, Cllr Lawrie due to a prior commitment and Cllr Clarkson who was unwell. These reasons for absence were accepted by the Committee. Cllr Ndeloa was not present and had not sent apologies.

## **3769. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST IN RELATION TO MATTERS ON THE AGENDA**

None.

## **3770. TO APPROVE & SIGN MINUTES OF THE MEETING HELD ON WEDNESDAY 23<sup>rd</sup> JULY 2025**

It was proposed by Cllr O'Connor, seconded by Cllr Williamson and unanimously **RESOLVED** that the minutes of the meeting held on 23<sup>rd</sup> July 2025 were a true record of the proceedings and were signed as correct by the Chair, Cllr Gallagher.

## **3771. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS**

### **LW/25/0419 – 71 Central Avenue, Telscombe Cliffs, East Sussex BN10 7NB**

*Case Officer: Ella Rigluth*

Garage conversion to form new front entrance and porch and replace existing entrance with single storey first floor extension

Following consideration it was proposed by Cllr Robinson, seconded by Cllr Williamson and unanimously **RECOMMENDED** to **OBJECT** to the application due to reasons of overdevelopment and changing the character of the area. This application is also against Telscombe Town Council's emerging Neighbourhood Plan, under the Design Codes for coastal plotlands.

### **LW/25/0455 – 44 Bevendean Avenue, Saltdean, East Sussex BN2 8PF**

*Case Officer: James Emery*

Hip-to-gable roof extension to both sides, single storey rear extension with short terrace providing access down to garden, widened crossover

Following consideration of the application it was proposed by Cllr Williamson, seconded by Cllr O'Connor and unanimously **RECOMMENDED** to **OBJECT** to the application as the plans provided were not clear for the Committee to make any observations.



# TELSCOMBE TOWN COUNCIL

## **3772. TO NOTE THE FOLLOWING PLANNING APPLICATION DECISIONS**

The following planning decisions were noted:-

### **LW/25/0246 - 147 Rodmell Avenue, Saltdean, East Sussex BN2 8PH**

*Case Officer: Ella Rigluth*

Installation of spiral staircase and guarding to flat roof to create roof terrace and new cladding to garage, porch and front planter

LewesDC **GRANTED** permission

Telscombe Town Council **SUPPORTED** the application

### **LW/25/0301 – 123 Bannings Vale, East Saltdean, BN2 8DH**

*Case Officer: Ella Rigluth*

Single storey rear extension

LewesDC **GRANTED** permission

Telscombe Town Council **SUPPORTED** the application

### **LW/25/0304 – Land Adjacent Tye Chalet, Tye Close, Saltdean East Sussex**

*Case Officer: James Emery*

Variation of condition 1 (Plans) relating to approval LW/23/0372 – changed location of garage

LewesDC **GRANTED** permission

Telscombe Town Council **OBJECTED** to the application

## **3773. TO NOTE ACTIONS CARRIED OUT OR REQUIRED FROM PREVIOUS MEETINGS AND AGREE ANY FURTHER MEASURES REQUIRED**

Meeting Date	Issue Detail	Action Owner	Update	Due Date
02.07.25	Min 3733, p 4379 - Public question time	BB	The TRA asked for the Council to set up a focus group regarding anti-social parking in T.Cliffs Way. This will be carried out in September, after the school holidays.	Sep 2025
02.07.25	Min 3737, p 4360 – To consider request from TRA for a perch seat to be put in bus shelter on Sth Cst Rd opposite Broomfield Av	SN	Purchase order has been issued – installation due in September 2025	Sep 2025
23.07.25	Min 3758, p 4399 – Business Plan update/review	SN	Completed items relating to grass verges by roads to be removed from the Plan.	Sep 2025
23.07.25	Min 3761, p 4400 – Update on Bannings Vale road surface works	BB	Response has now been shared to Committee from the ESCC full Council meeting, concerning repairs to concrete roads. ESCC has temporarily paused work for 2025/26 and we will ask ESCC to review this from the new financial year.	Apr 2026



# TELSCOMBE TOWN COUNCIL

## 3773. To note actions carried out or required from previous meetings and agree any further measures required (Contd)

Meeting Date	Issue Detail	Action Owner	Update	Due Date
23.07.25	Min 3762, p 4400 – To consider potential crossings and islands to improve road safety and accessibility in east Saltdean and Telscombe Cliffs	LOC	Cllr O’Connor to make initial investigations and bring back to a future meeting.	Sep 2025
23.07.25	Min 3763, p 4400 – To consider commenting on the SDNPA Partnership Management Plan	BB	Cllrs Gallagher & Williamson met with Amenities Officer to formulate a response to the online consultation, including Cllr O’Connor’s comments at the last meeting.	Completed

Min 3733, public question time (TRA request for a focus group regarding anti-social parking in Telscombe Cliffs Way) – Cllr Robinson asked that the focus group look at a larger area regarding anti-social parking in Telscombe Cliffs, including Fairlight Avenue.

Min 3762, to consider potential crossings and islands – Cllr O’Connor advised that he is meeting with the secretary of the Telscombe Residents Association in two weeks to start progression.

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

## 3774. TO NOTE COMPLAINTS RELATING TO THIS COMMITTEE

The Committee **noted** the complaints. Cllr Robinson advised that the van parked on the South Coast Road, as highlighted in complaint number 404, has now moved to the layby outside Broomfield Road, Telscombe Cliffs. As this violates the parking restriction, she will report this to East Sussex County Council (ESCC).

## 3775. NEIGHBOURHOOD PLAN UPDATE

The Committee were disappointed to note that the submission of the examiners draft report on the Neighbourhood Plan had been delayed.

## 3776. TO CONSIDER COMMENTING ON A TEMPORARY ROAD CLOSURE APPLICATION AT CLIFF GARDENS, TELSCOMBE CLIFFS

Lewes District Council (LDC) had sent through details of a request for a partial road closure. It was proposed by Cllr Robinson, seconded by Cllr Sharkey and unanimously **RECOMMENDED** that we support LDC making an Order under Section 21 of the Town Police Clauses Act 1847 for a partial road closure at Cliff Gardens, Telscombe Cliffs for an annual street party on 7<sup>th</sup> September 2025 between the hours of 1200-1830.



# TELSCOMBE TOWN COUNCIL

## **3777. TO NOTE THE NEW CONDITIONS FOR INSTALLATION OF TEMPORARY ROAD SAFETY POSTERS**

The Committee considered the Amenities Officer's report. ESCC's Road Safety Team have confirmed they are no longer able to install temporary road safety posters on behalf of a Parish or Town Council. They have therefore devised a new working practice which allows the Parish and Town Councils to take ownership of installing and relocating temporary posters.

The Amenities Officer advised that the Speedwatch Area Co-ordinator had been in contact to confirm he strongly supports the use of these posters within the guidelines but raised concerns that the Town Council do not have the resources to erect and taken down the posters. Councillors discussed ESCC's 'Conditions of Installation' document provided with the report and raised concerns with the last paragraph where it states "Approval for the installation of temporary safety posters is subject to the conditions above, and full indemnity being given against any claim which may arise from their installation". Following discussion, it was proposed by Cllr Williamson, seconded by Cllr O'Connor and unanimously **RECOMMENDED** that an email is sent to ESCC to ask why they are passing the installation of Temporary Road Safety posters to Parish and Town Councils, many of whom do not have the skills or resources to undertake this work, to ask ESCC how much budget was left for the 2024/25 financial year and how much money they believe outsourcing this work will save them.

## **3778. TO CONSIDER WAY FORWARD WITH VERGE PARKING AT FAIRLIGHT AVENUE, TELSCOMBE CLIFFS**

Cllr Robinson had recently been contacted by a member of the public with concerns relating to vehicles parking on verges and over driveways in Fairlight Avenue, Telcombe Cliffs. The resident asked if 'no parking on verges' signs could be added to this road. Cllr Robinson raised this with the Parking Team at ESCC and they advised that a formal request can be submitted in the next Lewes District parking review, which starts in December 2025. The Amenities Officer confirmed that this request was submitted in the previous parking review but was not taken forward by ESCC as they did not rank it high enough. As this is re-raised regularly by residents in this road, it was felt that the Town Council should submit the request again and it was proposed by Cllr Robinson, seconded by Cllr Williamson and unanimously **RECOMMENDED** to apply for no parking on verges in Fairlight Avenue by completing the form on ESCC's website. Cllr Robinson advised she would update the resident who contacted her and ask that they also submit a request directly to ESCC.

## **3779. TO NOTE THAT EASTBOURNE BOROUGH COUNCIL HAS ADOPTED THE TOURIST ACCOMMODATION RETENTION SUPPLEMENTARY PLANNING DOCUMENT AND THE HOUSES IN MULTIPLE OCCUPATION SUPPLEMENTARY PLANNING DOCUMENT**

The Committee **noted** that Eastbourne Borough Council have adopted the Tourist Accommodation Retention Supplementary Planning Document and the Houses in Multiple Occupation Supplementary Planning Document.

## **3780. TO NOTE COMPLETION OF SOUTH DOWNS NATIONAL PARK LOCAL PLAN REVIEW – REGULATION 18 PUBLIC CONSULTATION**

The Committee **noted** that the South Downs National Park Authority have completed their South Downs National Park Local Plan Review – regulation 18 public consultation.



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## **3781. TO NOTE POSITION WITH GRASS VERGE CUTTING FOR THE REMAINDER OF 2025/26 AND AGREE WAY FORWARD WITH GRASS VERGE CUTTING FOR 2026/27**

The Town Clerk's report was considered by the Committee. Grasstex, who are ESCC's contractors for grass verge cutting, have agreed to honour the price that Countrymans were charging for our two remaining grass verge cuts for 2025. This was approved by a majority of Councillors via email. The Committee considered how to proceed with the grass cutting for the 2026/27 financial year; to either self-deliver and we go out to tender, or opt for ESCC to carry out two grass verge cuts instead. If it was decided to put the grass verge cutting out to tender, we could put it out for 4 weeks so that it could be taken to full Council on 17<sup>th</sup> September for a decision to be made, due to us having to inform ESCC of our decision by October.

Taking all the above into consideration, it was proposed by Cllr Robinson, seconded by Cllr Sharkey and unanimously **RECOMMENDED** to approve Grasstex undertaking the remaining 2 grass verge cuts in August and October at a cost of £2,960 plus VAT per cut and that we self-deliver and put out to tender for grass verge cutting for the 2026/27 financial year.

## **3782. 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 8.21 pm.

Signed .....  
Chairman

*Next meeting of the Committee – Wednesday 3<sup>rd</sup> September 2025*



<b>AGENDA ITEM</b>	5
<b>REPORT TO</b>	Planning & Highways Committee
<b>REPORT FROM</b>	Stella Newman, Town Clerk & RFO
<b>MEETING DATE</b>	3 <sup>rd</sup> September 2025
<b>SUBJECT</b>	To consider planning applications received from Lewes District Council

## 1. INTRODUCTION

It was agreed at the Committee meeting on 29<sup>th</sup> January 2025, min 3638, p4287 to no longer print planning application papers and therefore not to circulate them with the agenda.

## 2. INFORMATION

The front sheet for the planning applications that have been received are attached as follows:-

- LW/25/0459 – 35 Bannings Vale, Saltdean, East Sussex BN2 8DB
- LW/25/0485 – 8 Walesbeech Road, Saltdean, East Sussex BN2 8EF
- LW/25/0492 – 39b Rodmell Avenue, Saltdean, East Sussex BN2 8PG

The information regarding these was emailed to Committee members when it was received to enable members to access the details via Lewes District Council's website.

## 3. RECOMMENDATION

To discuss and agree a response to the planning applications.

## 4. ENVIRONMENTAL IMPACT

Building additional properties on land can increase carbon emissions.  
Clearing land can disturb biodiversity.  
New developments often build on undeveloped land, affecting wildlife habitats.

## 5. FINANCIAL IMPLICATIONS

None.



## PARISH CONSULTATION LETTER

<b>From:</b>	Planning	<b>To:</b>	Telscombe
<b>Comments to be received by:</b>	11.09.2025.		
<b>Case No:</b>	LW/25/0459		
<b>Case Officer:</b>	Ella Rigluth		

**Location:** 35 Bannings Vale Saltdean East Sussex BN2 8DB

**Proposal:** Removal of condition 3 (Matching materials) relating to approval LW/25/0250 - build with blockwork and apply rendered finish

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I am consulting you on the above development. A copy of the above planning application, together with accompanying plans, drawings and other documents, is available on our Public Access website by following the link below:

[Search and view planning applications - Lewes and Eastbourne Councils \(lewes-eastbourne.gov.uk\)](https://www.lewes-eastbourne.gov.uk)

We would be grateful to receive any observations no later than 11.09.2025.

Yours faithfully

**Ella Rigluth**

Assistant Planning Officer

Phone:

Email: [Customerfirst@lewes-eastbourne.gov.uk](mailto:Customerfirst@lewes-eastbourne.gov.uk)

Website: [lewes-eastbourne.gov.uk](https://www.lewes-eastbourne.gov.uk)



## PARISH CONSULTATION LETTER

<b>From:</b>	Planning	<b>To:</b>	Telscombe
<b>Comments to be received by:</b>	18.09.2025.		
<b>Case No:</b>	LW/25/0485		
<b>Case Officer:</b>	Ella Rigluth		

**Location:** 8 Walesbeech Road Saltdean East Sussex BN2 8EF

**Proposal:** Extending surrounding wall to existing roof terrace to create brick and glass balustrade and the addition of an external access timber staircase

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I am consulting you on the above development. A copy of the above planning application, together with accompanying plans, drawings and other documents, is available on our Public Access website by following the link below:

[Search and view planning applications - Lewes and Eastbourne Councils \(lewes-eastbourne.gov.uk\)](https://www.lewes-eastbourne.gov.uk)

We would be grateful to receive any observations no later than 18.09.2025.

Yours faithfully

**Ella Rigluth**  
Assistant Planning Officer

Phone:  
Email: [Customerfirst@lewes-eastbourne.gov.uk](mailto:Customerfirst@lewes-eastbourne.gov.uk)  
Website: [lewes-eastbourne.gov.uk](https://www.lewes-eastbourne.gov.uk)



## PARISH CONSULTATION LETTER

<b>From:</b>	Planning	<b>To:</b>	Telscombe
<b>Comments to be received by:</b>	19.09.2025.		
<b>Case No:</b>	LW/25/0492		
<b>Case Officer:</b>	Ella Rigluth		

**Location:** 39B Rodmell Avenue Saltdean East Sussex BN2 8PG

**Proposal:** Erection of single-storey rear extension, addition of 2no. dormers (front and rear), raising existing front gable to form 1no. balcony at first-floor level, removal of existing chimney and alterations to fenestration

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I am consulting you on the above development. A copy of the above planning application, together with accompanying plans, drawings and other documents, is available on our Public Access website by following the link below:

[Search and view planning applications - Lewes and Eastbourne Councils \(lewes-eastbourne.gov.uk\)](http://lewes-eastbourne.gov.uk)

We would be grateful to receive any observations no later than 19.09.2025.

Yours faithfully

**Ella Rigluth**  
Assistant Planning Officer

Phone:

Email: [Customerfirst@lewes-eastbourne.gov.uk](mailto:Customerfirst@lewes-eastbourne.gov.uk)

Website: [lewes-eastbourne.gov.uk](http://lewes-eastbourne.gov.uk)



<b>AGENDA ITEM</b>	6
<b>REPORT TO</b>	Planning & Highways Committee
<b>REPORT FROM</b>	Bianca Buss, Amenities Officer
<b>MEETING DATE</b>	3 <sup>rd</sup> September 2025
<b>SUBJECT</b>	To note the following planning application decisions made by Lewes District Council

**LW/25/0357 – 5 Fairlight Avenue, Telscombe Cliffs, East Sussex BN10 7BN**

*Case Officer: James Emery*

Replacement of single storey rear extension, single storey front porch extension, hip-to-gable side roof extension, dormer to front and rear roof slope, front roof light, alterations to fenestration, white rendering and cladding

**Lewes District Council GRANTED permission**

Telscombe Town Council OBJECTED to the application



**Agenda Item 7 – To note actions carried out or required from previous meetings and agree any further measures required**

Planning & Highways Action List for 3<sup>rd</sup> September 2025

Meeting Date	Issue Detail	Action Owner	Update	Due Date
2.7.25	Min 3733, p 4379 - Public question time	BB	The TRA asked for the Council to set up a focus group regarding anti-social parking in T.Cliffs Way. This will be carried out in September, after the school holidays and will include a larger area.	Sep 2025
2.7.25	Min 3737, p 4360 – To consider request from TRA for a perch seat to be put in bus shelter on Sth Cst Rd opposite Broomfield Av	SN	Purchase order has been issued – installation due in September 2025	Sep 2025
23.7.25	Min 3758, p 4399 – Business Plan update/review	SN	Completed items relating to road grass verges to be removed from the Plan.	Complete
23.7.25	Min 3761, p 4400 – Update on Bannings Vale road surface works	BB	Response has been shared to Committee from the ESCC full Council meeting, re repairs to concrete roads. ESCC has temporarily paused work for 2025/26 and we will ask ESCC to review this from the new financial year.	Apr 2026
23.7.25	Min 3762, p 4400 – To consider potential crossings and islands to improve road safety and accessibility in East Saltdean and Telscombe Cliffs	LOC	Cllr O'Connor is meeting with TRA / Speed Watch rep imminently, to make initial investigations.	Sep 2025
13.8.25	Min 3776, p 4412 – To consider commenting on a temporary road closure application at Cliff Gardens, Telscombe Cliffs	BB	LDC informed via email that the Committee support them making the Order for a partial road closure.	Completed
13.8.25	Min 3777, p 4413 – To note the new conditions for installation of temporary road safety posters	BB / SN	The Town Clerk has emailed ESCC's Road Safety Team and a response is awaited.	Oct 2025
13.8.25	Min 3778, p 4413 – To consider way forward with verge parking at Fairlight Avenue, Telscombe Cliffs	BB	Request for a no parking on the verge ban to be submitted to ESCC's next parking review.	Oct 2025

Meeting Date	Issue Detail	Action Owner	Update	Due Date
13.08.25	Min 3781, p 4414 – To note position with grass verge cutting for the remainder of 2025/26 and agree way forward with grass verge cutting for 2026/27	SN	Grasstex contract agreed for remainder of 2025/26 year. Tender for grass verge cutting for 2026/27 has been advertised & results will be taken to Full Council on 17 <sup>th</sup> September for agreement	Completed



<b>AGENDA ITEM</b>	8
<b>REPORT TO</b>	Planning & Highways Committee
<b>REPORT FROM</b>	Stella Newman, Town Clerk & RFO
<b>MEETING DATE</b>	3 <sup>rd</sup> September 2025
<b>SUBJECT</b>	To review/update the Business Plan

## **1. INTRODUCTION**

A Business Plan update is included on the agenda at alternate Committee meetings to ensure we are working towards the agreed activities.

## **2. INFORMATION**

As agreed at the meeting on 23<sup>rd</sup> July 2025, all completed items have been removed from the Business Plan.

Attached is the updated Planning & Highways section III, version 2.4 dated 26<sup>th</sup> August 2025.

## **3. RECOMMENDATION**

That the Committee review and update any comments in the Business Plan as required.

## **4. ENVIRONMENTAL IMPACT**

The Business Plan includes a climate emergency response.

## **5. FINANCIAL IMPLICATIONS**

There will be financial implications for progressing some elements of the plan. Item 1, the Neighbourhood Plan, requires some expenditure, whilst item 3, may require replacement of some street lighting. We have a budget line and earmarked reserve for both of these.

PART 2 of the business plan sets out a programme of work to be carried out between the dates shown including intervals of review and projected delivery dates adopted at Full Council. PART 1 working group Notes

SECTION III – PLANNING & HIGHWAYS							
	Project	Objective	Activity	Responsible Person	Key Review Dates	Committee	Projected Delivery Date
1	<b>Develop a Neighbourhood Plan with PHTC</b>	Produce a Neighbourhood Plan.	Undertake necessary activity to develop a consulted NDP for both Councils to agree and submit to LDC for adoption. Consultant employed & Steering Group continuing with progressing draft plan. Revised Steering Group Terms of Reference agreed at full Council in Dec 2023. Draft Plan submitted to LDC & they have put out for Reg 16 consultation. Results awaited. Revised plan submitted to LDC & has gone out for another Reg 16 consultation which ends Nov '23. Results awaited. Jan '24 – Plan awaiting examination.	Members, officers & steering group	TBA  May 2023  Dec 2023  March 2024	Planning & Highways & FC  FC	2023  Complete

			<p>Examiner requested Habitat Regulation Assessment Report (HRA) &amp; Aecom commissioned to undertake. HRA Report submitted to LDC &amp; they have shared with the statutory consultees (EA, Historic England, etc) for 4 weeks during May. Results forwarded to examiner for perusal &amp; her comments awaited.</p> <p style="background-color: #4b0082; color: white; padding: 2px;"><b>BUDGET IMPLICATIONS</b></p>		<p>March '25</p> <p>May '25</p> <p>August '25</p>		2026
<b>2</b>	<b>Road grass verges - P&amp;H</b>	Explore the opportunities to extend the wild flower verges and additional street tree planting in the Towns.	ESCC decide if a verge is allocated as wildflower or meadow status depending on the diversity of flower species. Wildflower verge cuttings are collected but meadow verges are not.	AO/P&H	Ongoing	P&H	Ongoing
<b>3</b>	<b>Maintain street lighting</b>	To keep street lights in good working order	To include all street lights in maintenance contract with ESCC and set aside funds	P&H	March annually	P&H	Ongoing

			<p>annually for ER for ultimate replacement.                  Agreed ongoing maintenance cost from ESCC at meeting on 16.10.23.                  To work with other agencies to try and follow with dark skies best practice when replacing TTC owned street lights</p> <p><b>BUDGET IMPLICATIONS</b></p>				
4	<b>Maintain bus shelters</b>	To keep bus shelters in good order	<p>To have bus shelters inspected regularly by the Amenities Officer and bi-annually with a company who should provide a report as to their condition, along with any recommended work necessary. To also have them cleaned every other month throughout the year (April, June, August, October, December, February).</p>	Amenities Officer	6 monthly	P&H	Ongoing

## Abbreviations

- TC – Town Clerk
- AO – Amenities Officer
- CC – Cllr Clarkson
- DJ – Cllr Judd
- CR – Cllr Robinson
- ACC – Amenities & Civic Centre Committee
- P&H – Planning & Highways Committee
- Policy & Resources Committee
- FC - Full Council
- NDP - Neighbourhood Plan
- TTC - Telscombe Town Council
- PHTC - Peacehaven Town Council
- LDC - Lewes District Council



<b>AGENDA ITEM</b>	9
<b>REPORT TO</b>	Planning & Highways Committee
<b>REPORT FROM</b>	Stella Newman, Town Clerk & RFO
<b>MEETING DATE</b>	3 <sup>rd</sup> September 2025
<b>SUBJECT</b>	Neighbourhood Plan Update

## **1. INTRODUCTION**

A Neighbourhood Plan update is placed on every Planning & Highways agenda.

## **2. INFORMATION**

The appointed examiner was due to send Lewes District Council (LDC) the draft examination report for the Fact Check Stage by 11<sup>th</sup> August, however, this was delayed. It has previously been agreed by this Committee that once the examiner's report has been received, we consider any comments on inaccuracies and formulate a response. Unfortunately, we have still not received the report.

## **3. RECOMMENDATION**

If the examiner's report has been received, it is recommended that we make comments, to be sent back to LDC.

## **4. ENVIRONMENTAL IMPACT**

A Neighbourhood Plan is a way of helping local communities to influence and shape the development of the area in which they live and work.

## **5. FINANCIAL IMPLICATIONS**

Unknown at this stage. We have a new budget of £800 (nominal code 4355-401) for the 2025/26 financial year and an earmarked reserve of just over £3,800 (nominal code 9038-910).



<b>AGENDA ITEM</b>	10
<b>REPORT TO</b>	Planning & Highways Committee
<b>REPORT FROM</b>	Stella Newman, Town Clerk & RFO
<b>MEETING DATE</b>	3 <sup>rd</sup> September 2025
<b>SUBJECT</b>	To note a joint call for sites to meet Gypsy, Traveller and Travelling Show people accommodation needs by local Councils and the South Downs National Park Authority and to consider a possible response

## 1. INTRODUCTION

Hastings Borough Council, Rother District Council, Eastbourne Borough Council, Lewes District Council, Wealden District Council and the South Downs National Park Authority are launching a coordinated call for sites to help identify suitable locations for permanent Gypsy and Traveller pitches, and Travelling Show people plots across their administrative areas.

The authorities are working together to seek to ensure that the accommodation needs of these communities are met in a fair and sustainable way, in line with national planning policy and local housing strategies.

## 2. INFORMATION

Landowners, developers, community groups and members of the public are being invited to put forward potential sites. All suggested sites will be assessed against a consistent set of criteria to determine their suitability. Even sites as small as 500sqm, about the size of a tennis court, can be considered.

Each council has a dedicated team member to answer any questions from those submitting a site and support is available throughout the call for sites period.

The call for sites will be open from 5<sup>th</sup> August to 5<sup>th</sup> October 2025. Further information, including how to submit a site and contact details for each council, is available on the respective Council's website. For our area the links are below:-

Lewes District Council:

[www.planningpolicyconsult.lewes-eastbourne.gov.uk/LDC\\_CFS/consultationHome](http://www.planningpolicyconsult.lewes-eastbourne.gov.uk/LDC_CFS/consultationHome)

South Downs National Park Authority:

[www.southdowns.gov.uk/planning-policy/the-south-downs-local-plan-review/evidence-base/homes-and-economy/land-availability-assessment/submit-a-site/](http://www.southdowns.gov.uk/planning-policy/the-south-downs-local-plan-review/evidence-base/homes-and-economy/land-availability-assessment/submit-a-site/)

## 3. RECOMMENDATION

To note the joint call for sites and to consider a possible response.

## 4. ENVIRONMENTAL IMPACT

Sites will be assessed for their suitability, availability and achievability.



<b>AGENDA ITEM</b>	11
<b>REPORT TO</b>	Planning & Highways Committee
<b>REPORT FROM</b>	Stella Newman, Town Clerk & RFO
<b>MEETING DATE</b>	3 <sup>rd</sup> September 2025
<b>SUBJECT</b>	To note changes to bus services in East Sussex this autumn

## **1. INTRODUCTION**

East Sussex County Council (ESCC) have informed us of changes to bus services in East Sussex this autumn.

## **2. INFORMATION**

ESCC have produced summaries setting out bus services changes by borough/district. The one for Lewes District, specifically noting our area only, is attached - Appendix A.

Service changes mainly relate to Brighton & Hove Bus and Coach Company services and are as follows:-

11X – will cease on Sunday 31<sup>st</sup> August.

12, 12A, 12X, N12 – no change.

13X – improved summer service to end on 27<sup>th</sup> September. Half hourly Sunday and public holiday only service for winter.

14/14A/14B/14C/N14 – changes to some weekday morning journeys from 28<sup>th</sup> September.

47, 47A, 57 – no change.

76A (schooldays) – no change.

123 – no change.

Revised timetables for the Brighton & Hove services can be found on the company's websites.

## **3. RECOMMENDATION**

It is recommended to note these changes.

## Changes to services in Lewes District: September 2025 update

Service number	Route	Changes to current service	Service provided by	Date of change
<b>11X</b> (Sundays and Bank Holidays Seasonal Service)	Brighton-Saltdean-Peacehaven-Newhaven-Firle turning-Drusillas Zoo-Wilmington-Polegate-District General Hospital-Eastbourne	The last day of operation in 2025 of this seasonal Sunday and public holiday service will be Sunday 31 August.	Commercial service provided by Brighton & Hove Bus Company.	1 September 2025
<b>12, 12A, 12X, N12</b>	Brighton-Saltdean-Peacehaven-Newhaven-Seaford-Seven Sisters Park-Eastbourne	No change.	Commercial service provided by Brighton & Hove Bus Company.	
<b>13X</b>	Brighton-Saltdean-Peacehaven-Newhaven-Seaford-East Dean-Birling Gap-Beachy Head-Eastbourne	The improved Summer service will end on 27 September. For the winter period a half-hourly Sunday and public holiday only service will be provided (in Winter 2024/25 the Sunday service was hourly).	Commercial service provided by Brighton & Hove Bus Company.	28 September 2025
<b>14, 14A, 14B, 14C, N14</b>	Brighton-Saltdean-Peacehaven-Newhaven	Changes to some weekday morning journeys to improve timekeeping.	Commercial service provided by Brighton & Hove Bus Company. The improved frequency between Peacehaven and Brighton is funded by UK Government following ESCC's successful bid for Bus Service Improvement Plan funding.	28 September 2025
<b>25</b> (Saturday)	Lewes-Glynde-Firle-Charleston Farmhouse-Selmeston-Alfriston-Wilmington-Polegate-Wannock-Willingdon village-District General Hospital-Eastbourne	No change.	Provided by Cuckmere Buses without funding from ESCC.	

Service number	Route	Changes to current service	Service provided by	Date of change
39 (Friday, Saturday, Sunday and Bank Holiday Mondays only)	Eastbourne Towner- East Dean- Seven Sisters Country Park- Litlington-Alfriston- Charleston in Firle- Charleston in Lewes	No change.	Provided by Cuckmere Buses with funding from a consortium of local arts organisations led by Charleston.	
39	Ridgeway (one journey)- Princess Royal Hospital- America Lane- Haywards Heath-Bolnore	No change.	Run by Compass Travel with a development contribution for the Ridgeway extension.	
40 (Tuesdays and Fridays)	Berwick-Wilmington- Litlington-Charleston Manor- Exceat-Seaford	No change.	Provided by Cuckmere Buses with funding from ESCC.	
47,47A,57	East Saltdean-Brighton-Hove	No change.	Run by Compass Travel. Funded by Brighton & Hove City Council with a financial contribution from ESCC.	
47 (Saturday, Sunday & Bank Holiday Seasonal Service)	Berwick-Alfriston-Seaford- Litlington-Wilmington- Berwick (circular service)	The last day of 2025 operation of this seasonal service will be 26 October.	Service run by Cuckmere Buses without funding from ESCC.	27 October 2025
76A (School days)	Peacehaven-East Saltdean- Brighton Longhill School	No change.	Run by Brighton & Hove Bus Company and funded by Brighton & Hove City Council.	
79 (Saturdays, Sundays and Bank Holidays)	Brighton-Ditchling Beacon	This service reverts to its Winter timetable from 28 September. This being approximately an hourly service with seven journeys in each direction.	Run by Brighton & Hove Bus Company and funded by Brighton & Hove City Council.	28 September 2025
119	Seaford local service (including certain journeys to/from Alfriston)	No change.	Run by Compass Travel with funding from ESCC.	

Service number	Route	Changes to current service	Service provided by	Date of change
120	Seaford local service	No change.	Monday to Friday and Saturday morning services provided by Cuckmere Buses with funding from Seaford Town Council. Saturday afternoon service run by Compass Travel with funding from ESCC	
121	Lewes-Offham-Cooksbridge-Chailey-Newick (and Sheffield Park on Saturdays and Sundays with peak journeys also serving Barcombe)	No change.	Run by Compass Travel with funding from ESCC. The new Sunday service, along with the Monday to Saturday improvements, are funded by UK Government following ESCC's bid for Bus Service Improvement Plan funding.	
122	Lewes-Offham-Cooksbridge-Barcombe-Barcombe Mills loop	No change.	Run by Compass Travel with funding from ESCC.	
123	Newhaven-Piddinghoe-Rodmell-Kingston-Lewes (one schooldays journey starts from East Saltdean)	No change.	Run by Compass Travel with funding from ESCC. Certain Sunday journeys are provided by CTLA (Community Transport for the Lewes Area). The new Sunday service is funded by UK Government following ESCC's bid for Bus Service Improvement Plan funding.	
125	Lewes-Ringmer-Glynde-Firle-Alfriston-Wilmington-Polegate-Wannock-District General Hospital-Selmeston Road-Eastbourne	No change.	Run by Compass Travel with funding from ESCC.	