



TELSCOMBE TOWN COUNCIL

Minutes of a meeting of the **Planning & Highways Committee** held in Room 1 at Telscombe Civic Centre on **Wednesday 3rd September 2025** at 7.30 pm.

COMMITTEE MEMBERS PRESENT: Councillors C Gallagher *Chairman*, M Lawrie, N Watts & T Williamson

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

3783. PUBLIC QUESTION TIME

There were no members of the public present.

3784. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies were received from Cllr O'Connor who was on holiday, Cllr Clarkson who was away with work, Cllr Sharkey who was attending a Lewes District Council (LDC) meeting and Cllr Robinson who was unwell. These reasons for absence were accepted by the Committee. Cllr Ndeloa was not present and it subsequently transpired that he had sent apologies to the Town Clerk who was on leave so had not been able to convey his apologies as he was away for work.

3785. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST IN RELATION TO MATTERS ON THE AGENDA

Cllr Lawrie declared an interest in planning application LW/25/0492 – 39b Rodmell Avenue, on agenda item number 5, as she is friends with one of the neighbours.

3786. TO APPROVE & SIGN MINUTES OF THE MEETING HELD ON WEDNESDAY 13th AUGUST 2025

It was proposed by Cllr Williamson, seconded by Cllr Watts and unanimously **RESOLVED** that the minutes of the meeting held on 13th August 2025 were a true record of the proceedings and were signed as correct by the Chair, Cllr Gallagher.

3787. 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

Following consideration it was proposed by Cllr Williamson, seconded by Cllr Watts and unanimously **RECOMMENDED** to make **NO COMMENT** on the application.

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

Following consideration it was proposed by Cllr Williamson, seconded by Cllr Watts and unanimously **RECOMMENDED** to **SUPPORT** the application.



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3787. To consider the following planning applications (Contd)

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

Following consideration it was proposed by Cllr Gallagher, seconded by Cllr Williamson and unanimously **RECOMMENDED** to **SUPPORT** the application.

3788. TO NOTE THE FOLLOWING PLANNING APPLICATION DECISION

The following planning decision was noted:-

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

3789. 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
2.7.25	Min 3733, p 4379 - Public question time	BB	TRA asked for the Council to set up a focus group re anti-social parking in T.Cliffs Way. This will be carried out in September, after the school holidays & 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



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3789. 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
23.7.25	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	We informed LDC via email that the Committee support them making the Order for a partial road closure.	Complete
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
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 th September for agreement	Complete

Min 3733, focus group regarding anti-social parking – Cllr Watts asked if this has been progressed. The Amenities Officer advised that as the schools have now returned, this will be taken to the next Committee meeting for Councillors to consider if they would like to advance with the Telscombe Residents Association's request.

Min 3776, temporary road closure application at Cliff Gardens – The Amenities Officer confirmed that LDC have issued the road closure order.

Min 3778, verge parking at Fairlight Avenue – The Amenities Officer advised she had submitted a request for a no parking on the verge ban to East Sussex County Council (ESCC), which will be considered at their next parking review.

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

3790. BUSINESS PLAN UPDATE/REVIEW

The Business Plan was **noted**.



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3791. NEIGHBOURHOOD PLAN UPDATE

Cllr Gallagher advised that the appointed examiner had still not provided their report to Lewes District Council.

3792. TO NOTE A JOINT CALL FOR SITES TO MEET GYPSY, TRAVELLER AND TRAVELLING SHOWPEOPLE ACCOMMODATION NEEDS BY LOCAL COUNCILS AND THE SOUTH DOWNS NATIONAL PARK AUTHORITY AND TO CONSIDER A POSSIBLE RESPONSE

The Committee **noted** that local Councils and the South Downs National Park Authority have launched a call for sites to help identify suitable locations for permanent Gypsy and Traveller pitches, and Travelling Show people plots across their administrative areas.

3793. TO NOTE CHANGES TO THE BUS SERVICES IN EAST SUSSEX THIS AUTUMN

The Committee **noted** the changes provided by ESCC to bus services in East Sussex this autumn. Cllr Robinson asked the Amenities Officer to provide an update regarding the number 14 bus service on her behalf, in her absence. As our County Councillor, Cllr Robinson had asked ESCC’s transport team what the improved times would be for the 14 bus route. They confirmed that the changes made by Brighton & Hove Buses, relate to journeys towards Brighton only. Two early morning buses departing from Newhaven will now leave 6 minutes earlier, to give the buses more time to complete their journeys.

ESCC also advised Cllr Robinson that following funding received from the Government for ESCC’s Bus Service Improvement Plan, the 14 bus route frequency was increased from 20 minutes in July 2023, to the current 15 minutes. This funding runs until end March 2026 and allocations for funding April 2026 onwards may not be known to County Councils until October. However, Brighton & Hove buses are expecting to be able to maintain the current improved frequency with reduced or no funding after April 2026.

3794. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING OR ADDING ON A FUTURE AGENDA

The Amenities Officer advised that East Sussex Highways have informed the Town Council that they will be installing pedestrian dropped kerbs on Buckhurst Road, Telscombe Cliffs, to assist with access. This will be carried out from 8am on Monday 15th September until 5pm on Friday 26th September, outside Seacliff Flats, on the corner of Amhurst/Buckhurst Road.

Cllr Gallagher informed the Committee that residents have reported their concerns that a mechanic appears to be operating a business from a garage in Cissbury Crescent, East Saltdean. Spray painting of vehicles has been carried out on the highway, resulting in paint running down the road. In addition, there has been a lot of litter on the street and scaffolding being added to the back of the building. This is also next to a bus stop, making it difficult for buses to easily pass with the additional vehicles parked on the highway.

There being no further business the meeting closed at 8.17 pm.

Signed
Chairman

Next meeting of the Committee – Wednesday 24th September 2025

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