



TELSCOMBE TOWN COUNCIL

Minutes of a meeting of the **Planning & Highways Committee** held in Room 1 at Telscombe Civic Centre on **Wednesday 17th December 2025** at 7.30 pm.

COMMITTEE MEMBERS PRESENT: Councillors C Clarkson, M Lawrie, L O'Connor, N Watts
Vice Chair & Deputy Mayor & T Williamson

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

3850. PUBLIC QUESTION TIME

There were no members of the public present.

3851. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies were received from Cllr Gallagher who was attending another meeting and Cllr Robinson who was unwell. These reasons were accepted by the Committee. Cllr Sharkey has been granted leave of absence until May 2026. Cllr Ndeloa was not present and had not provided apologies.

3852. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST IN RELATION TO MATTERS ON THE AGENDA

None.

3853. TO APPROVE & SIGN MINUTES OF THE MEETING HELD ON WEDNESDAY 26th NOVEMBER 2025

It was proposed by Cllr O'Connor, seconded by Cllr Clarkson and unanimously **RESOLVED** that the minutes of the meeting held on 26th November 2025 were a true record of the proceedings and were signed as correct by the Vice Chair, Cllr Watts.

3854. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS

LW/25/0607 – 98 Bevendean Avenue, Saltdean, East Sussex BN2 8PE

Case Officer: Danielle Durham

Erection of single-storey rear extension to the main building, single-storey side extension to existing garage, removal of side porch, increase in ridge roof height to create living space, hip to gable roof extension - AMENDED PLANS

The Committee considered the application, and it was proposed by Cllr O'Connor, seconded by Cllr Clarkson and unanimously **RECOMMENDED** to **SUPPORT** the application.

SDNP/25/00228/FUL – Land adjacent to 66, The Lookout, Peacehaven, East Sussex

Case Officer: Samuel Bethwaite

Use of land for small glamping site with 2 wooden cabins, 4 yurts, shepherd hut, 2 healing cabins and replacement stables. Application includes regularisation of existing trailer, toilets, decking, cabins and tiered seating area. [REVISED RED LINE, CERTIFICATE OF OWNERSHIP & DEVELOPMENT]

The Committee considered the amended plans. It was proposed by Cllr O'Connor, seconded by Cllr Lawrie and unanimously **RECOMMENDED** to **OBJECT** to the application for the same reasons as stated in February, namely:



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3854. To consider the following planning applications (Contd)

SDNP/25/00228/FUL – Land adjacent to 66, The Lookout, Peacehaven, East Sussex (Contd)

- i) The application contravenes the National Planning Policy Framework, the South Downs Local Plan and the Lewes Local Plan.
- ii) There is no sensitivity to the local landscape and road. This location is a delicate area that transitions into the National Park and therefore needs thoughtful consideration.
- iii) The lighting is not in conjunction with the South Downs National Park’s Dark Skies Technical Advice Note.
- iv) The proposal will reduce the visual amenity of the ‘E-Piece’ which is part of the Telscombe Tye.
- v) Use of the bridleway for commercial traffic.
- vi) No traffic assessment has been carried out.
- vii) Detrimental effect on local wildlife.

This Council believes that the application contravenes the public rights of way for a footpath and bridleway and does not give an automatic right of access to the property, and we therefore cannot see how the application can be approved.

3855. TO NOTE THE FOLLOWING PLANNING APPLICATION DECISIONS

The following planning decisions were noted:-

LW/25/0584 – 141 Rodmell Avenue, Saltdean, East Sussex BN2 8PH

Case Officer: James Emery

Alterations to fenestration to front/side elevations at lower and ground floor levels and addition of new render at front elevation

Lewes District Council GRANTED permission

Telscombe Town Council SUPPORTED the application

LW/25/0590 - 141 Rodmell Avenue, Saltdean, East Sussex BN2 8PH

Case Officer: James Emery

Balustrade balcony to the front facing gable elevation

Lewes District Council GRANTED permission

Telscombe Town Council SUPPORTED the application

3856. 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
23.07.25	Min 3761, p 4400 – Update on Bannings Vale road surface works	BB / CR	Cllr Robinson contacted ESCC, who advised that Bannings Vale will not be scheduled for inclusion in their 2026/27 planned maintenance programme, but will be monitored as part of their ongoing condition assessments	Complete

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3856. 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
15.10.25	Min 3815, p 4453 – To consider holding a joint meeting with PTC re highways concerns	BB	A joint meeting was held on 18.11.25 & has been added as an agenda item for this meeting.	See new agenda item
05.11.25	Min 3833, p 4460 – To note inc & exp to 30 th September 2025	BB	Cllr Gallagher advised that ESCC have cut the wildlife verge at Crowborough Road but have not collected the cuttings. ESCC have been contacted and we are awaiting their reply. This will be actioned under our complaints agenda item.	See new agenda item
26.11.25	Min 3847, p 4476 – To consider draft letter to Tesco Express regarding anti-social parking	BB	Unable to locate Tesco's Regional Manager's contact details, so letter has not been sent out yet. Cllr Robinson has contacted Sussex Police's Road Safety Officer for their contact at Tesco, and we are awaiting his reply.	Jan 2026

Minute 3833, Crowborough Road wildlife verge – The Amenities Officer informed the Committee that Cllr Gallagher had confirmed the grass cuttings have now been collected by East Sussex County Council (ESCC).

Minute 3847, To consider draft letter to Tesco Express – The Amenities Officer advised that Cllr Robinson has been informed that Sussex Police do not have a contact for the store. Cllr Williamson therefore suggested that the letter is also sent to Tesco's Chief Executive Officer, and this was unanimously **agreed** by the other Committee members.

The rest of the action points were **noted**.

3857. TO NOTE COMPLAINTS RELATED TO THIS COMMITTEE

The Committee **noted** the complaints. Cllr Williamson asked for the background to complaint TTC-25-276. The Amenities Officer advised that a resident reported that a property is having work undertaken and building materials have been left on the grass verge and pathway, damaging both. The Amenities Officer contacted both East Sussex Highways, who own the land, and Lewes District Council's (LDC) building control team. LDC advised that this issue is not their responsibility, but Highways responded to confirm they would repair the pathway, which was then actioned two days later. Cllr Watts thanked the Amenities Officer for her assistance in this matter.

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3858. NEIGHBOURHOOD PLAN UPDATE & AGREE ANY ACTION REQUIRED

The report from the Town Clerk confirmed that Lewes District Council (LDC) have now received the appointed examiner's final report, and they have recommended some minor modifications. A steering group meeting took place with LDC to discuss the next steps. The proposed modifications to the Plan will require engaging a Planning Consultant and media professional. Cllr O'Connor advised that the referendum is now looking to take place at the same time as the County Council elections, which will be around May 2026. Taking all the above details into consideration, it was proposed by Cllr O'Connor, seconded by Cllr Williamson and unanimously **RECOMMENDED** to note the present position and agree to engage a Planning Consultant, Brighton Planning, and media expert Gaston Malia, to carry out changes to the Neighbourhood Plan, even though their charges for undertaking this work have not been received to date.

3859. TO NOTE INCOME & EXPENDITURE FIGURES TO 31st OCTOBER 2025

The Committee **noted** the year-to-date income & expenditure figures of £8,026 income and expenditure of £15,821. Cllr Lawrie thanked the Town Clerk for her continuous good work.

3860. TO NOTE THE MINUTES OF THE JOINT MEETING HELD WITH PEACEHAVEN TOWN COUNCIL REGARDING HIGHWAY CONCERNS

The Committee discussed the Amenities Officer's report. Peacehaven Town Council (PTC) had asked to hold an informal meeting with Telscombe Town Council regarding various highway concerns, which was held on 18th November 2025. A copy of the minutes was provided with the documentation for the Committee to note.

The Amenities Officer stated that a copy of the minutes of the informal meeting had been taken to PTC's last Planning & Highways Committee meeting, where it was agreed to note the report (although only the minutes from the informal meeting had been included within the papers online). It was also noted that at the informal meeting with PTC, Cllr O'Connor had suggested that each Town Council's Planning & Highways Committee notes the other's last meeting/s. The Committee considered if another meeting would be required at this time and it was ultimately proposed by Cllr Clarkson, seconded by Cllr O'Connor and unanimously **RECOMMENDED** to make contact with PTC in 6 months' time to consider if both Town Councils would like to arrange another meeting, to include an agenda item on all future Committee meeting agendas asking Councillors to note PTC's own Planning & Highways Committee meeting paperwork and minutes, and to inform PTC of this recommendation.

3861. TO NOTE CHANGE OF DATE FOR ESCC's LEWES PARKING REVIEW

The Committee **noted** that ESCC had changed the starting date of their next Lewes Parking Review to March 2026, and that any applications must be submitted to them by 28th February 2026.

3862. TO CONSIDER NEW STREET LIGHTING MEMORANDUM OF AGREEMENT FROM EAST SUSSEX COUNTY COUNCIL AND WHETHER TO AGREE TO THE TERMS OR TAKE ANY ALTERNATIVE ACTION

The Town Clerk's report outlined the current situation with ESCC's recent Memorandum of Agreement (MOA). Although it had been agreed at the Committee meeting on 4th September 2024 to sign the new



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3862. To consider new street lighting Memorandum of Agreement from East Sussex County Council and whether to agree to the terms or take any alternative action (Contd)

lengthy agreement, we were later informed that several other Town and Parish Councils were unhappy with the content of the MOA and we subsequently agreed to participate in seeking legal advice, alongside other Councils, via the East Sussex Association of Local Councils (ESALC). A letter from solicitors was sent to ESCC in May.

ESCC have now sent through a revised MOA and asset list, stating that they hope the revisions to the MOA will address previous concerns and provide clarity needed to support our decision-making process and the management and maintenance of our Town Council assets. ESALC have also been in contact to ask if we are happy with the revised agreement and if not, would we be prepared to contribute to seek legal advice from the solicitors, who will compare the two contracts and liaise with ESCC on the Town and Parish Councils behalf. The Town Clerk had checked the MOA and asset list and advised in her report that there had been little change to the wording in the original MOA, and no change at all to item 4 regarding indemnity which had been raised in the solicitor's letter sent in May. Other queries raised in the solicitors' letter sent in May did not appear to have been addressed either.

Cllr O'Connor stated that the letter from the solicitor had raised 4 main concerns: a) service level, expertise and resources, b) ESCC's sub-contract to Balfour Beatty, c) Indemnity and d) delegation of functions to Parish Councils. He felt that these concerns had been clarified in the MOA as follows:

- The Service levels and maintenance of assets are stated in Schedule 1 – Core Services.
- That ESCC's sub-contract to Balfour Beatty is not a concern for the Town Council, as our contract is with ESCC only.
- The contract confirms that ESCC and/or the Town Council are indemnified if either party are negligent, as stated in points 4.1 and 4.2. However, he noted that the wording is not phrased clearly.
- For the reasons stated in the points above, there should therefore be no concerns of delegation of functions.

It was therefore proposed by Cllr Clarkson, seconded by Cllr O'Connor and unanimously **RECOMMENDED** that we agree with both the asset list and the amended MEO, and to sign the MEO.

3863. TO CONSIDER CHANGE OF ENERGY SUPPLIER FOR STREET LIGHTING

The Committee considered the Town Clerk's report and noted the problems being experienced with EDF with regards to our street lighting including additional charges being introduced, changes to the terms without prior notification and no response to our queries.

Due to these issues, investigations were made to find alternative suppliers for street lighting energy supply, but there were few options, being EDF, ESCC and Lumina Energy. ESCC have provided a price of 24.85p per kWh for each unit used, but have not quoted for a daily standing charge. Prices had been received from Lumina at an annual cost of £3,696 for 12 months (38.5p p/kWh), £3,650 for 24 months (38p p/kWh) and £3,589 for 36 months (37.5p p/kWh), which is cheaper than EDF's current annual cost of £5,500.

Cllr O'Connor noted that ESCC's unit rate is cheaper than both EDF and Lumina and Cllr Clarkson felt that the Town Council should progress with the part night lighting scheme as implemented by ESCC, whereby certain street lights are switched off between midnight and 5.30am which would save money.



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3863. To consider change of energy supplier for street lighting (Contd)

A query was raised as to whether ESCC's rates are based on a certain duration and/or if the Town Council would be fixed in for a certain period. It was noted that some of the Town Council owned street columns are located in residential areas next to unadopted roads, so may require lighting to be kept on during the night. It was therefore proposed by Cllr Clarkson, seconded by Cllr Williamson and unanimously **RECOMMENDED** that the following actions be undertaken: a) that exit terms are obtained from EDF, b) further details are obtained regarding ESCC rates to ensure that the Town Council gets the best price for street lighting and c) we investigate ESCC's part night lighting scheme, to include consideration for each road.

3864. 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 8.33pm.

Signed
Chairman

Next meeting of the Committee – Wednesday 7th January 2026