



# 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> May 2026** at 7.30 pm.

**COMMITTEE MEMBERS PRESENT:** C Gallagher *Chair*, L O'Connor, C Robinson, N Watts *Vice Chair & Deputy Mayor* & T Williamson

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

## **3951. PUBLIC QUESTION TIME**

There were no members of the public present.

## **3952. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Apologies were received from Cllr Lawrie who was on leave and Cllrs Clarkson and Ndeloa, who had work commitments. These reasons were accepted by the Committee. Cllr Sharkey has been granted leave of absence until the end of May 2026.

## **3953. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST IN RELATION TO MATTERS ON THE AGENDA**

None.

## **3954. TO APPROVE & SIGN MINUTES OF THE MEETING HELD ON WEDNESDAY 22<sup>nd</sup> APRIL 2026**

It was proposed by Cllr Williamson, seconded by Cllr O'Connor and unanimously **RESOLVED** that the minutes of the meeting held on 22<sup>nd</sup> April 2026 were a true record of the proceedings and were signed as correct by the Chair, Cllr Gallagher.

## **3955. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS FROM LEWES DISTRICT COUNCIL**

**LW/26/0113 – 19 Brambletyne Avenue, Saltdean, East Sussex BN2 8EL**

*Case Officer: Danielle Durham*

Alterations to first floor fenestration (additional document)

It was proposed by Cllr O'Connor, seconded by Cllr Williamson and unanimously **RECOMMENDED** to make **NO COMMENT** on the application, as the Councillors felt there was insufficient information provided and were unsure if this application should be coming to this Committee.

**LW/26/0157 -3 Cowden Road, Saltdean, East Sussex BN2 8DD**

*Case Officer: Danielle Durham*

Extension to existing front porch and alteration to front window

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

## **3956. TO NOTE THE PLANNING DECISIONS MADE BY LEWES DISTRICT COUNCIL**

The following planning decisions were noted:-



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## 3956. To note the planning decisions made by Lewes District Council (Contd)

**LW/26/0092 – 20 Bannings Vale, Saltdean, East Sussex**

*Case Officer: Danielle Durham*

Demolition and reconstruction of double detached garage onto new foundations

**Lewes District Council GRANTED permission**

Telscombe Town Council SUPPORTED the application

**LW/26/0099 - 39 Oaklands Avenue, Saltdean, East Sussex BN2 8PB**

*Case Officer: James Emery*

Demolition of existing side and rear extensions and addition of side/rear wrap-around extension; extension to front of existing garage and extension of existing roof ridge over; loft conversion including 3no. front dormers and 1no. rear dormer to create first floor living space; 1.8m height boundary fence to South and West boundary with brick piers and timber infill panels and associated landscaping to create 2no. parking spaces; addition of front porch.

**Lewes District Council GRANTED permission**

Telscombe Town Council SUPPORTED the application

**LW/26/0111 - 112 Wicklands Avenue, Saltdean, East Sussex BN2 8EP**

*Case Officer: James Emery*

Single storey side extension, single storey front infill extension, roof extension with addition of 4no. front dormers and 1no. rear dormer, removal of rear garden room and extension to rear decking with addition of steps and glass balustrade

**Lewes District Council GRANTED permission**

Telscombe Town Council SUPPORTED the application

## 3957. 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
01.04.26	Min 3923, p 4568 – Public Question Time – pizza van and parking around Telscombe Cliffs Academy	LOC	Cllr O'Connor is liaising with LDC re issues highlighted with pizza van running in a residential area (smoke from van, planning consent and if there have been checks/ approval for running cables). <i>LDC have confirmed there are no planning concerns and Cllr O'Connor is escalating the other issues further.</i>	Jun 2026
		BB	ESH have been contacted re signs added to the grass verge. This has been passed to their enforcement team and we are awaiting a reply.	Jun 2026

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## **3957. 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
22.04.26	Min 3948, p 4577 – Update regarding change of energy supplier for street lighting and agree way forward	AG	The Admin & Finance Officer is seeking supply charges from alternative suppliers.	Jun 2026

Minute 3923 - Cllr O'Connor confirmed that he has not yet received a response from Lewes District Council (LDC). The Amenities Officer advised a member of the public had contacted the Town Council to see if there had been any progress. Cllrs O'Connor and Robinson advised they will make further contact with LDC.

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

## **3958. NEIGHBOURHOOD PLAN UPDATE**

The Committee **noted** the report from the Town Clerk and that members of the public had voted in favour of the Neighbourhood Plan. Cllr O'Connor advised that this will now be taken to LDC's full Council meeting on 26<sup>th</sup> May 2026 to consider if the Plan should be made. Cllr Gallagher requested that the steering group meet to discuss the terms of reference to ensure the two Town Councils work within this agreement and decide what needs to be progressed going forward. The Committee formally thanked Cllr Gallagher for all her hard work over the years and supported Cllr Gallagher's request that a follow on steering group meeting be held.

## **3959. TO REVIEW/UPDATE THE BUSINESS PLAN**

The Committee **noted** the Business Plan and that project number 1, Develop a Neighbourhood Plan with Peacehaven Town Council (PTC), will need to be amended following LDC's full Council meeting on 26<sup>th</sup> May 2026.

## **3960. TO NOTE PEACEHAVEN TOWN COUNCIL'S PLANNING COMMITTEE MEETING PAPERWORK AND MINUTES**

The Committee **noted** the most recent paperwork for PTC's meeting.

## **3961. TO CONSIDER WAY FORWARD WITH BUS SHELTER CLEANING FOR 2026/27**

The Committee considered the Amenities Officer's report. It was proposed by Cllr Robinson, seconded by Cllr Williamson and unanimously **RECOMMENDED** to accept Twenty/20 Window Cleaning's quotation of £663 to clean the 13 bus shelters 6 times until 31<sup>st</sup> March 2027.

## **3962. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING OR ADDING ON A FUTURE AGENDA**

The Amenities Officer advised that the new East Sussex County Council (ESCC) Councillor for Telscombe and North Peacehaven had made contact to advise us he is meeting with ESCC to draft a



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## 3962. Urgent matters at the discretion of the Chairman for noting or adding on a future agenda (Contd)

response to the Governments consultation on the reorganisation in East Sussex and Brighton & Hove. He is not in favour of a proposed merger with Brighton & Hove City Council and would like to meet with the Town Council to establish if we are in support of this action. The Amenities Officer stated that the Town Clerk had contacted him to advise that this will be discussed at the Town Council’s full Council meeting on 20<sup>th</sup> May 2026, where he can attend and make any comments.

Cllr Robinson reported that prior to her concluding her time as our current ESCC Councillor, she had reported various large potholes to our East Sussex Customer Services Manager for progression. This has been forwarded to their enforcement team and we have since had notification that some of these potholes have been repaired. Unfortunately, when carrying out checks, only one had been repaired and she therefore asked the Amenities Officer if these can be listed on our complaints report and shown as completed once ESCC have carried out all the works. The Committee thanked Cllr Robinson for all her hard work during her time as our ESCC Councillor.

Cllr Gallagher informed the Committee that a resident had contacted her regarding recommendations on the continued progression of the wildlife verge at Crowborough Road. This had also been sent to the Amenities Officer and Cllr Gallagher reported that she had expected it to be taken to this Committee. The Amenities Officer confirmed this had been added to our list of complaints and will be taken to the next Committee meeting on 3<sup>rd</sup> June 2026.

There being no further business the meeting closed at 8.27pm.

Signed .....  
Chairman

*Next meeting of the Committee – Wednesday 3<sup>rd</sup> June 2026*