



# TELSCOMBE TOWN COUNCIL

Minutes of a meeting of the Planning & Highways Committee held in Room 1 at Telscombe Civic Centre on Wednesday 24<sup>th</sup> June 2026 at 7.30 pm.

**COMMITTEE MEMBERS PRESENT:** C Clarkson, C Gallagher *Chair & Mayor*, M Lawrie, L O'Connor & N Watts *Vice Chair & Deputy Mayor*

**Also Present:** Bianca Buss, Amenities Officer (*minutes*)  
3 members of the public

*The meeting was adjourned at 7.31pm to take questions from the members of the public present.*

## **3980. PUBLIC QUESTION TIME**

A resident was present to discuss planning application LW/26/0296 Evershed Court. The resident stated that her property is next to one of the pathways entering this new housing development and wanted to raise concerns with the access routes.

The Secretary of Telscombe Residents Association (TRA) informed the Committee that he supported the proposals on East Sussex County Council's (ESCC) consultation on the two proposed changes to parking and waiting restrictions in Telscombe Cliffs but felt that more restrictions should be put in place.

*7.33pm Cllr Lawrie joined the meeting.*

The TRA Secretary also reported that a Lewes District Council (LDC) owned bus shelter located on the A259 South Coast Road, westbound near to the junction with Sussex Way in Telscombe Cliffs, is included within a bus shelter replacement programme. Also included are 10 bus shelters on the A259 South Coast Road at Peacehaven and he noted that although the bus shelters were removed some time ago, the new ones have not yet been installed. He also raised the question why a bus shelter has not been added to the eastbound bus stop at Roderick Avenue, which is the busiest stop in Peacehaven. ESCC had previously reported a shelter could not be installed due to limited space and the TRA Secretary stated this could be resolved by moving the bus stop further east by Edith Avenue. Cllr O'Connor advised he has contacted LDC's Director of Tourism and Place to raise these concerns further.

The Secretary of the TRA in his role as a speedwatch volunteer, stated that within Peacehaven and Telscombe there are various locations that have been approved for speedwatch recording by the Police. The volunteers have attended all sites to record speeding vehicles and will continue to do so. In addition, they have submitted a request for an additional site to be added as a location at Grassmere Avenue, Telscombe Cliffs, which sees many vehicles using the road as a 'rat run' onto the A259 South Coast Road. He has held a meeting with our ESCC Councillor to investigate the possibility of closing off one entrance at Grassmere Avenue due to the number of vehicles speeding in this location due to this issue. This is being progressed by both our County Councillor and the Amenities Officer.

Lastly, the TRA Secretary noted that the road condition on Ambleside Avenue, Telscombe Cliffs, is severely deteriorating. He would like to see the road re-surfaced by using tar and chippings, which will provide a temporary fix and raise safety levels on this important road which serves as a main bus route.

A member of the public was present to ask if the Committee were aware that LDC have given notice that they intend to dispose of part of the land at Fairlight Avenue car park in Telscombe Cliffs. Cllr O'Connor advised that as a District Councillor, he is aware of the project which has been ongoing since 2023. A budget has been obtained by LDC to use this area as a community space and toilets, with a container being

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## **3980. Public Question Time (Contd)**

added within the plans. Cllr O'Connor clarified that this land is to be leased and not sold by LDC. Expressions of interest have been received by the District Council, and a planning application has been submitted to their planning department. Telscombe Town Council will be consulted in the planning process.

As members of the public were present to discuss two items on the agenda, it was agreed to bring these items forward and to suspend Standing Orders so that they can speak if desired.

*The meeting resumed at 7.50pm.*

## **3981. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Apologies were received from Cllr Robinson who was away and Cllr Williamson for personal reasons. These reasons were accepted by the Committee. Cllr Ndloa was not present and had not provided apologies.

## **3982. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST IN RELATION TO MATTERS ON THE AGENDA**

Cllr Gallagher declared an interest in planning application LW/26/0311 96 Bevendean Avenue, as she lives behind the property who have submitted the application.

## **3983. TO APPROVE & SIGN MINUTES OF THE MEETING HELD ON WEDNESDAY 3<sup>rd</sup> JUNE 2026**

It was proposed by Cllr O'Connor, seconded by Cllr Clarkson and unanimously **RESOLVED** that the minutes of the meeting held on 3<sup>rd</sup> June 2026 were a true record of the proceedings and were signed as correct by the Chair, Cllr Gallagher.

## **3984. TO CONSIDER THE FOLLOWING PLANNING APPLICATION FROM LEWES DISTRICT COUNCIL**

*7.52pm - It was proposed by Cllr Gallagher, seconded by Cllr Watts and unanimously recommended to suspend the meeting to allow a resident to speak.*

### **LW/26/0296 – Evershed Court, Fairlight Avenue, Telscombe Cliffs, East Sussex**

*Case Officer: James Emery*

Approval of Reserved Matters relating to landscaping, following Outline application (LW/21/0977) concerning the scale, appearance, layout and access for the demolition of existing buildings and erection of 7no dwellinghouses and alterations to vehicular access

The resident reported that she understood this application includes consideration of access to the development and raised serious safety concerns that the twitten being used as an entry/exit point is not wide enough for vehicles and pedestrians to pass safely, the lack of safe disabled access and that the twitten is not lit. She also stated that she believed the turning circle is small and the builders undertaking the project are therefore using her driveway as a turning point. Cllr O'Connor informed the resident that the Committee have been asked to consider the reserved matters for landscaping only and that we had previously objected to this application when it had been taken to Committee for consideration.

*The meeting resumed at 8pm.*

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## **3984. To consider the following planning application from Lewes District Council (Contd)**

### **LW/26/0296 – Evershed Court, Fairlight Avenue, Telscombe Cliffs, East Sussex (Contd)**

Taking comments from the member of public into consideration, it was proposed by Cllr O'Connor, seconded by Cllr Watts and unanimously **RECOMMENDED** to acknowledge the reserved matters, but to use this opportunity to raise concerns from local residents regarding the width of the twitten for vehicles and pedestrians, access for pedestrians onto the A259, disability access and lack of lighting.

*8.09pm – 1 member of the public left the meeting. It was agreed to bring agenda item 12 forward as a member of the public present was interested in this agenda item and to revert back to the remaining planning applications afterwards.*

## **3985. TO CONSIDER WHETHER TO COMMENT ON THE LEWES PARKING REVIEW 3**

The Committee were advised that ESCC are informally consulting on proposed changes to parking and waiting restrictions in the Lewes District and are inviting comments. Two proposed areas are listed under Telscombe Cliffs; to extend a 'no waiting at any time' section in Telscombe Cliffs Way and a 'bus stop keep clear' section on Ambleside Avenue. Both requests were put forward by this Committee following a meeting with the TRA Secretary, the Amenities Officer, Cllr Robinson and ESCC's Team Manager for Parking.

The Amenities Officer stated that the third application submitted through this Committee for a time limited bay on the A259 South Coast Road at the junction of Broomfield Avenue, Telscombe Cliffs, had not been taken forward. The Amenities Officer had asked for feedback from ESCC's Parking Team and they advised that it was not progressed as it was assessed as not having enough support. ESCC confirmed that time limited bays are not usually considered in isolation on a single stretch of road and that they would expect to see evidence of demand, typically support from at least 40% of residents within the surrounding area.

Councillors recommended that a list of previous applications are regularly provided to the Committee and it was therefore proposed by Cllr Clarkson, seconded by Cllr Watts and unanimously **RECOMMENDED** to inform ESCC that we support the two proposed changes to our area and that a quarterly review is provided to this Committee of submissions to ESCC for parking and waiting restrictions, including which areas have been supported and which have been refused by the County Council.

*8.16pm – The two remaining members of the public left the meeting.*

## **3986. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS FROM LEWES DISTRICT COUNCIL**

### **LW/26/0311 – 96 Bevendean Avenue, Saltdean, East Sussex BN2 8PE**

*Case Officer: Danielle Durham*

Demolition of existing conservatory and lean-to extensions, erection of single storey wraparound rear extension, front porch extension, loft conversion with hip-to-gable roof extensions, 1no. full width rear dormer and increase of ridge height to create first floor living space

It was proposed by Cllr Watts, seconded by Cllr Lawrie and **RECOMMENDED** to **SUPPORT** the application. Cllr Gallagher abstained.

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## **3986. To consider the following planning applications from Lewes District Council (Contd)**

### **LW/26/0230 - 61 Central Avenue, Telscombe Cliffs, East Sussex BN10 7NB**

*Case Officer: Danielle Durham*

Single storey rear extension, alterations to existing and addition of fenestration to ground and first floor, loft conversion with 1no. side dormer and 5no. rooflights to create first floor living space

It was proposed by Cllr Clarkson, seconded by Cllr Watts and unanimously **RECOMMENDED** to make **NO COMMENT** on the application as the plans were unclear and insufficient information was provided.

## **3987. TO NOTE THE PLANNING DECISIONS MADE BY LEWES DISTRICT COUNCIL**

The following planning decisions were noted:-

### **LW/26/0051 - 100 Oaklands Avenue, Saltdean, East Sussex BN2 8PA**

*Case officer: James Emery*

Section 73a retrospective application to replace existing raised decking with new and create a staircase at the rear elevation

**Lewes District Council GRANTED permission**

Telscombe Town Council **OBJECTED** to the application

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

*Case officer: Danielle Durham*

Alternations to first floor fenestration (additional document)

**Lewes District Council GRANTED permission**

Telscombe Town Council made **NO COMMENT** on the application

### **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

**Lewes District Council GRANTED permission**

Telscombe Town Council **SUPPORTED** the application

## **3988. TO NOTE ACTIONS CARRIED OUT OR REQUIRED FROM PREVIOUS MEETINGS AND AGREE ANY FURTHER MEASURES REQUIRED**

The below action list was **noted**.

| Meeting Date | Issue Detail                                                     | Action Owner | Update                                                                                                                                                                                   | Due Date |
|--------------|------------------------------------------------------------------|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 13.5.26      | Min 3962, p 4587 – Urgent Matters – potholes in Telscombe Cliffs | BB           | Potholes to be checked and kept live on the complaints list until works carried out.<br><i>St. Peters section not carried out.<br/>Grassmere &amp; Broomfield Avenues to be checked.</i> | Jul 2026 |

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## 3988. 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                                  |
|--------------|--------------------------------------------------------------------------------------------------------------------------------------|------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
| 3.6.26       | Min 3967, p 4613-4 – To discuss speeding traffic in Telscombe and East Saltdean and consider preventative measures                   | BB<br><br>BB<br><br>BB | Streamline process to be drafted and taken to a future meeting for consideration.<br><br>Both highway issues have been referred to ESCC's Traffic & Safety Manger and our ESCC Cllr has been made aware, including request to investigate traffic calming measures/speed bump info for both locations.<br><br>PTC have advised that SLR meetings are held individually with a PTC Cllr and ESH. This is then reported to FC under Outside Bodies. | Jul 2026<br><br>Jul 2026<br><br>Completed |
| 3.6.26       | Min 3973, p 4616 – To note complaints relating to this Committee                                                                     | BB<br><br>BB           | Resident has been contacted re wildlife verge.<br><br>BB is meeting with bus shelter contractor to discuss removal of graffiti from polycarbonate. An update will be provided at this meeting.                                                                                                                                                                                                                                                    | Completed<br><br>June 2026                |
| 3.6.26       | Min 3974, p 4616 – To note PTC's Planning Committee meeting paperwork & minutes & decide if we want to arrange another joint meeting | BB                     | An email has been sent to PTC's Meetings & Projects Officer to inform her that TTC will be happy to reconnect when PTC are ready to do so.                                                                                                                                                                                                                                                                                                        | Completed                                 |
| 3.6.26       | Min 3975, p 4616 – To consider commenting on the SDNPA'S Local Plan consultation                                                     | BB                     | The agreed comments from our meeting have been emailed over to the Authority.                                                                                                                                                                                                                                                                                                                                                                     | Completed                                 |
| 3.6.26       | Min 3977, p 4617 – To consider prices received from alternative energy supplier for street lighting                                  | AG / SN                | The Town Council have proceeded with a 3-year contract with Northern Gas & Power.                                                                                                                                                                                                                                                                                                                                                                 | Completed                                 |
| 3.6.26       | Min 3978, p 4617 – To note temporary suspension of 7.5 tonnes weight restriction order 2026 on A259 South Coast Road                 | BB                     | ESH advised that the exemption was added due to works on A27, which have since finished. I asked for the exemption to be lifted & they stated that while the                                                                                                                                                                                                                                                                                      | (Contd on next page)                      |



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## **3988. 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            |
|--------------|----------------------------------------------------------------------------------------------------------------------|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| 3.6.26       | Min 3978, p 4617 – To note temporary suspension of 7.5 tonnes weight restriction order 2026 on A259 South Coast Road | BB           | TTRO is in place for 18 months, it is only applied for the duration of the work. If we wish for the exemption to be fully lifted, we will need to contact their Road Safety Team. | Completed           |
| 3.6.26       | Min 3978, p 4617 – Urgent Matters (Morrisons planning application)                                                   | BB           | Checks are being made of LDC's website to see if a planning application has been submitted by Morrisons.                                                                          | Jul 2026            |
| 3.6.26       | Min 3978, p 4617 – Urgent Matters (Business Plan)                                                                    | CG           | Cllr Gallagher requested that the Committee consider improving our public realm.                                                                                                  | See new agenda item |

Minute 3962, Urgent Matters, potholes in Telscombe Cliffs – Cllr Watts asked if the potholes had been repaired. The Amenities Officer advised that she is due to attend the sites to check, but they were not done when last visited.

Minute 3973, To note complaints relating to this Committee – The Amenities Officer advised that she had met with the bus shelter contractor who advised that it would not be possible to remove the graffiti using any specialist tools as they will scratch the polycarbonate. They recommended we use steel mesh panels as an alternative option, but these are not so aesthetically pleasing and are expensive. The Committee considered these comments and unanimously **agreed** that the Caretaker is asked to use anti-graffiti remover on the bus shelter to remove the wording, aware that this action will make the polycarbonate cloudy and therefore harder to see out of.

## **3989. NEIGHBOURHOOD PLAN UPDATE**

The Committee **noted** the report from the Town Clerk and Cllr Gallagher advised that the steering group held their final meeting the previous day, where it was agreed that both Peacehaven and Telscombe Town Councils would need to approve dissolution of the steering group. The Committee discussed forming a joint Neighbourhood Plan Oversight Group with Peacehaven Town Council (PTC), to ensure details within the Neighbourhood Plan are progressed by both Town Councils. An invoice from G Malia had recently been submitted to PTC for amendments to the final design and Telscombe Town Council would need to pay a third share of this, totalling £80. It was noted that the Town Clerk had drawn up draft Terms of Reference for the new group which would need to be discussed with PTC and Cllr Gallagher thanked her for doing an excellent job so quickly. Cllr Gallagher stated that paper copies of the NDP should be available for the local library and schools. Taking all the above into consideration, it was proposed by Cllr Clarkson, seconded by Cllr Lawrie and unanimously **RECOMMENDED** to approve payment of £80 to PTC and to approve dissolution of the steering group and to form a joint Neighbourhood Plan Oversight Group and for this to be taken to full Council for ultimate agreement. Cllr Gallagher informed the Committee that she would obtain printing costs for the Neighbourhood Plan and bring this back to a future meeting.

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## **3990. TO NOTE INCOME AND EXPENDITURE FIGURES TO 31<sup>st</sup> MAY 2026**

The Town Clerk's report gave explanations for any significant differences between budget and actual spend figures to date and was accompanied by the full income and expenditure printouts to 31<sup>st</sup> May 2026 showing the budget lines for the Committee and the actual year to date expenditure, as well as those for Earmarked Reserves. The Committee **noted** the income & expenditure figures to 31<sup>st</sup> May 2026 of £11,051 income and expenditure of £8,697.

## **3991. BUSINESS PLAN UPDATE**

The Committee reviewed the Business Plan. Cllr Gallagher had previously suggested that improvements to the public realm are added as a project and the Committee considered what items they would like included. Cllr O'Connor suggested this should include projects within the Neighbourhood Plan. Cllr Gallagher agreed and suggested that a chapter within the Neighbourhood Plan is taken to each meeting, for the Committee to discuss and progress as required. This would also help Officers and future Councillors with their knowledge. It was therefore proposed by Cllr O'Connor, seconded by Cllr Lawrie and unanimously **RECOMMENDED** that Cllr O'Connor provides the Amenities Officer with a list of projects for the Neighbourhood Plan, these be taken to a future meeting for consideration to be added to the Business Plan and that future meetings include an agenda item to discuss chapters within the Neighbourhood Plan.

## **3992. TO NOTE PEACEHAVEN TOWN COUNCIL'S PLANNING COMMITTEE MEETING PAPERWORK AND MINUTES**

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

## **3993. TO ACKNOWLEDGE CIL FUNDS RECEIVED FROM LEWES DISTRICT COUNCIL IN APRIL 2026**

The Committee **noted** the CIL payment received from LDC for planning applications LW/19/0518 – 363 South Coast Road, Telscombe Cliffs of £558 and LW/24/0173 – 72 Telscombe Cliffs Way, Telscombe Cliffs of £3,178.79. With the addition of the £3,736.79 received, the earmarked reserve would increase to £22,361.79. Now the Neighbourhood Plan has been agreed, the percentage due to the Town Council will rise to 25%.

## **3994. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING OR ADDING ON A FUTURE AGENDA**

Cllr O'Connor reported that a planning application in Peacehaven had been approved by the Planning Inspector. Within their reasoning they stated that they had not received sight of the Design Codes, which was one of LDC's reasons for objection. He reminded the Committee the importance in detailing the reasons for any objections we make.

The Amenities Officer advised that a notification had been received that day from the South Downs National Park Authority (SDNPA), who are consulting on an application for land adjacent to 66 The Lookout, Peacehaven. This Committee had previously objected to the application, although the amended application confirms it is removing the trailer from its proposal. Cllr O'Connor advised he was also aware of this application and would like to look at the new documentation in more detail, as it appears there are also changes to the surrounding roads and their access. It was therefore **agreed** for the Amenities Officer



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## 3994. **Urgent matters at the discretion of the Chairman for noting or adding on a future agenda (Contd)**

to email the Committee with the new information and ask for their comments so they could be provided to SDNPA prior to their deadline of 14<sup>th</sup> July 2026. These comments will be ratified at a future meeting.

Cllr Watts reported that there is overgrown vegetation at the bus shelter westbound on A259 South Coast Road, opposite the junction with Broomfield Avenue, Telscombe Cliffs. He asked whose responsibility it is to have this cut back and the Amenities Officer advised that this has previously been cut back by ESCC, as they are responsible for the pathway next to the vegetation being clear for both pedestrians and cyclists.

It was therefore **agreed** that Cllr Watts would provide photographic evidence to the Amenities Officer and should would progress this further via the complaints process and Committee action list.

There being no further business the meeting closed at 9.10pm.

Signed .....  
Chairman

*Next meeting of the Committee – Wednesday 15<sup>th</sup> July 2026*