



TELSCOMBE TOWN COUNCIL

Minutes of a meeting of the Planning & Highways Committee held in Room 1 at Telscombe Civic Centre on Wednesday 16th September 2026 at 7.30 pm.

COMMITTEE MEMBERS PRESENT: Cllrs C Clarkson, L O'Connor and T Williamson

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

4045. PUBLIC QUESTION TIME

There were no members of the public present.

4046. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies were received from Cllr Gallagher, who had a Mayoral appointment, Cllrs Robinson and Watts who were away and Cllr Lawrie who had a family commitment. These reasons were accepted by the Committee. As both the Chair and Vice-Chair of the Committee were not present at the meeting, it was unanimously agreed for Cllr O'Connor to Chair the meeting.

4047. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST IN RELATION TO MATTERS ON THE AGENDA

None.

4048. TO APPROVE & SIGN MINUTES OF THE MEETING HELD ON WEDNESDAY 26th AUGUST 2026

It was proposed by Cllr Williamson, seconded by Cllr Clarkson and unanimously **RESOLVED** that the minutes of the meeting held on 26th August 2026 were a true record of the proceedings and were signed as correct by Cllr O'Connor.

4049. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS FROM LEWES DISTRICT COUNCIL

LW/26/0382 – 40 Tydean Road, Telscombe Cliffs, East Sussex BN10 7AU

Case Officer: Danielle Durham

Extension to existing detached garage to create a granny annexe and replacement of existing rear conservatory with single-storey extension

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

LW/26/0402 – 51 Fairlight Avenue, Telscombe Cliffs, East Sussex BN10 7BS

Case officer: Danielle Durham

Hip to gable roof conversion, addition of 1 no. rear dormer and extension at first floor level, addition of 4 no. roof lights at front, removal of existing dormer at front side and associated internal modifications

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

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4050. TO NOTE THE FOLLOWING PLANNING DECISION MADE BY SOUTH DOWNS NATIONAL PARK

The following planning decision was noted:-

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 toilets, decking, cabins and tiered seating area and removal of trailer

South Downs National Park **REFUSED** permission

Telscombe Town Council **OBJECTED** to the application

4051. TO NOTE THE PLANNING DECISION MADE BY EAST SUSSEX COUNTY COUNCIL

The following planning decision was noted:-

ESCC/2026/001/CB – 66 The Lookout, Peacehaven, East Sussex BN10 8AA

Case Officer: Kiran Sajjan

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. (Cross-boundary application with the South Downs National Park)

East Sussex County Council **GRANTED** permission

Telscombe Town Council **OBJECTED** to the application

4052. 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
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. <i>St. Peters section not carried out. Grassmere & Broomfield Avenues to be checked when the weather is cooler.</i>	Oct 2026
3.6.26	Min 3967, p 4613-4 – To discuss speeding traffic in Telscombe and East Saltdean and consider preventative measures	BB	Streamline process to be drafted and taken to a future meeting for consideration. This will need to be taken forward once ESCC respond to our queries. A response has been received from ESCC's Traffic & Safety Manager, but not all questions have been answered. This has been chased again, and we are awaiting their reply. <i>BB is continuing to chase ESCC but no outcome to date.</i>	Oct 2026

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4052. 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
24.6.26	Min 3989, p 4623 – Neighbourhood Plan Update	CG	Printing costs for 25 copies of the Neighbourhood Plan and Design Codes were approved at Committee meeting on 26.8.26 & order placed.	Completed
15.7.26	Min 4008, p 4637-38 – To discuss report from GW Shelter Solutions on Town Council owned bus shelters and agree any further actions	BB	ESCC were contacted for details of their contractor who could review bus shelter at bottom of Telscombe Cliffs Way. GW Shelter Solutions advised this shelter had been painted many times & there is corrosion to the top. They can quote to re-paint instead, but it would not result in value for money. <i>GW Shelter Solutions have asked us for an update and ESCC are not responding to our calls & emails. An agenda item will therefore be taken to the next mtg for consideration.</i>	Oct 2026
		BB	Regarding replacement of seat legs in bus shelter at A259 (opp Broomfield Av), GW Shelter Solutions advised they will replace them free of charge. There was no material charge on the sheet for the legs and there should not be a labour charge against the site, so have removed this error. <i>This will be taken to the next meeting for re-consideration.</i>	Oct 2026
5.8.26	Min 4013, p 4658 – Public Question Time - request for a new bus shelter	BB	ESH contacted for preliminary advice on resident's request for a bus shelter to be added on Ambleside Av south bound, near junction of Firle Rd.	Oct 2026
5.8.26	Min 4020, p 4663 – To review the Neighbourhood Plan	BB	The working group have met to assess all projects mentioned within the Neighbourhood Plan & if they should be included within the Business Plan.	See new agenda item
5.8.26	Min 4023, p 4663 – To note PTC's Planning Committee meeting paperwork & minutes	BB	PTC contacted to ask if they can set up meeting and create an agenda and provide available dates, to be taken to Committee members for availability.	Oct 2026
5.8.26	Min 4028, p 4664 – Urgent Matters – signs added to fences with unauthorised use of TTC logo	SN	The Town Clerk has sent a letter to ESCC regarding enforcement action.	Oct 2026

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4052. 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
26.8.26	Min 4033, p 4667 – To note gas network upgrades by SGN along the South Coast Road	SN	Town Clerk to contact ESCC requesting they consider closing Grassmere Avenue & imposing parking suspensions on TCW & Grassmere Avenue during the works.	Oct 2026
26.8.26	Min 4038, p 4671 – To review the Neighbourhood Plan	CG	Proposals from the working group are being taken to this meeting for consideration.	See new agenda item
		CG	Section no 3 of the NP – Area Wide Policies, to be taken to next meeting, concentrating on green spaces.	Oct 2026
26.8.26	Min 4041, p 4672 – To consider responding to LDC's consultation on a proposed outdoor gym at East Saltdean undercliff	DJ	The consultation has been shared on our website and Facebook pages, to encourage residents to respond to the consultation.	Completed
26.8.26	Min 4042, p 4672 – To consider estimate to concrete remainder of the bus shelter floor on A259 South Coast Road, opposite Broomfield Avenue, Telscombe Cliffs	SN	Works have been carried out by Ace Landscapes.	Completed

Minute 4023, To note PTC's Planning Committee meeting paperwork and minutes – The Amenities Officer reported that Peacehaven Town Council (PTC) have provided several dates for a proposed meeting and this was currently being arranged with the Committee via email.

Minute 4008, To discuss report from GW Shelter Solutions on Town Council owned bus shelters and agree any further actions – Cllr O'Connor advised that Lewes District Council (LDC) have a contract in place with bus shelter companies and asked the Amenities Officer to contact Lee Michael at LDC for more advice.

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

4053. TO CONSIDER PROJECT PROPOSALS FROM THE NEIGHBOURHOOD PLAN WORKING GROUP

The Committee discussed the report from the Committee Chair. A working group consisting of Cllrs Gallagher, O'Connor, Watts and Williamson had previously met to review the projects contained in the

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4053. To consider project proposals from the Neighbourhood Plan working group (Contd)

Peacehaven and Telscombe Neighbourhood Plan. Following consideration, it was proposed by Cllr Williamson, seconded by Cllr Clarkson and unanimously **RECOMMENDED** that the housing need project be placed on hold, that projects i) Promoting Sustainability, ii) Travel Planning, iii) Renewable Energy and iv) A259 Public Realm possibly with further feasibility study are added to the Town Council's Business Plan under this Committee's section and that projects i) The Development of Green Spaces Infrastructure, ii) Sports and iii) To encourage Urban Greening, are taken to the next Amenities & Civic Centre Committee meeting for consideration to be added to their Committee's section of the Business Plan.

4054. TO REVIEW/UPDATE THE BUSINESS PLAN

Items had been agreed to be added under the previous agenda item. The Committee **noted** the remainder of the Business Plan.

4055. TO NOTE PEACEHAVEN TOWN COUNCIL'S PLANNING COMMITTEE MEETING PAPERWORK AND MINUTES

The Committee **noted** PTC's Planning Committee meeting paperwork and minutes.

4056. TO CONSIDER WHETHER TO COMMENT ON BRIGHTON & HOVE CITY COUNCIL'S LOCAL FLOOD RISK MANAGEMENT STRATEGY

Following consideration, it was proposed by Cllr Williamson, seconded by Cllr Clarkson and unanimously **RECOMMENDED** not to respond to Brighton & Hove City Council's consultation on their Local Flood Risk Management Strategy.

4057. TO CONSIDER WHETHER TO COMMENT ON THE LEWES PARKING REVIEW 3 – FORMAL CONSULTATION

East Sussex County Council (ESCC) have drawn up final proposals on their formal consultation of the Lewes Parking Review and have asked for the Town Council's representation and reasons for our decisions. There are two areas under Telscombe Cliffs; to extend 'no waiting at any time' section in Telscombe Cliffs Way and a 'bus stop keep clear' section on Ambleside Avenue. It was proposed by Cllr Williamson, seconded by Cllr Clarkson and unanimously **RECOMMENDED** to respond to ESCC's consultation, confirming our support of both applications, stating that the Town Council had submitted both applications following requests from residents and that for Telscombe Cliffs Way, a consultation along the requested section of the road received many responses back, all in favour of the extension.

4058. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING OR ADDING ON A FUTURE AGENDA

A member of the public had emailed this Committee with regards to traffic restrictions taking place on the A259 South Coast Road in Telscombe Cliffs, for Southern Gas Network (SGN) upgrades. The resident had contacted ESCC's Director of Communities, Economy & Transport with concerns of the disruption, specifically there being four-way traffic lights at the A259 and Telscombe Cliffs Way junction. A response had been received and this had been forwarded to the Town Council to ask if we, alongside our ESCC Cllr Chapman and Brighton & Hove (B&H) buses, could follow up with his suggestions that temporary Traffic Regulation Orders are put in place to close Grassmere Avenue and the surrounding



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4058. **Urgent Matters at the discretion of the Chairman for noting or adding on a future agenda (Contd)**

streets, and parking restrictions for Telscombe Cliffs Way. The Committee discussed the request and although this is not under the Town Council's remit, it was felt that we should try and support the request where we can.

It was therefore **agreed** that the Amenities Officer contacts B&H buses for their comments and Cllr Chapman to see if the requests can be progressed by the County Council.

Cllr O'Connor updated the Committee on the progress on the installation of new bus shelters along the A259 South Coast Road. The contract at LDC had been reviewed and a new provider had been agreed. Unfortunately, there was a delay in the manufacturing from the new contractor which resulted in a gap between the removal of the old bus shelters and the arrival of the new bus shelters. He informed the Committee that the bus shelters due to be replaced in this area are unlikely to be installed until February 2027 and that a press release will be issued in the next 2 days with full details.

As there was no further business, the meeting closed at 8.01pm.

Signed
Chairman

Next meeting of the Committee – Wednesday 7th October 2026