



TELSCOMBE TOWN COUNCIL

Minutes of a meeting of the Planning & Highways Committee held in Room 1 at Telscombe Civic Centre on Wednesday 7th October 2026 at 7.30 pm.

COMMITTEE MEMBERS PRESENT: Cllrs C Gallagher *Chair & Mayor*, L O'Connor, C Robinson and T Williamson

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

4059. PUBLIC QUESTION TIME

There were no members of the public present.

4060. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies were received from Cllrs Clarkson and Watts who were working, and Cllr Lawrie who was away. These reasons were accepted by the Committee.

4061. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST IN RELATION TO MATTERS ON THE AGENDA

None.

4062. TO APPROVE & SIGN MINUTES OF THE MEETING HELD ON WEDNESDAY 16th SEPTEMBER 2026

It was proposed by Cllr O'Connor, seconded by Cllr Williamson and unanimously **RESOLVED** that the minutes of the meeting held on 16th September 2026 were a true record of the proceedings and were signed as correct by Cllr Gallagher.

4063. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS FROM LEWES DISTRICT COUNCIL

LW/26/0398 – 72 Telscombe Cliffs Way, Telscombe Cliffs, East Sussex BN10 7DE

Case Officer: James Emery

Erection of 1no. detached single-storey dwelling at the rear of the existing houses with 2no. car parking spaces and associated soft/hard landscaping

Following consideration of the application, it was proposed by Cllr O'Connor, seconded by Cllr Robinson and unanimously **RECOMMENDED** to make **NO COMMENT** on the application.

LW/26/0399 – 32 Brambletyne Avenue, Saltdean, East Sussex BN2 8EJ

Case Officer: Danielle Durham

Demolition of existing rear conservatory and deck, replacement with single storey rear extension and raised deck

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

LW/26/0423 – 47 Broomfield Avenue, Telscombe Cliffs, East Sussex BN10 7AL

Case Officer: Danielle Durham

Replacement of existing conservatory with single-storey rear/side extension, addition of front porch and alterations to fenestration

Following consideration of the application, it was proposed by Cllr Robinson, seconded by Cllr O'Connor and unanimously **RECOMMENDED** to **SUPPORT** the application.

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4063. To consider the following planning applications from Lewes District Council (Contd)

LW/26/0424 – Tye Chalet, Tye Close, Saltdean, East Sussex BN2 8DY

Case Officer: Danielle Durham

Erection of single storey front and side extensions and the addition of a first floor to the existing dwelling, including the modifications to roof, alterations to the fenestration of the existing dwelling, and the application of slatted cladding to the proposed extensions and existing dwelling

Following consideration of the application, it was proposed by Cllr Robinson, seconded by Cllr Williamson and unanimously **RECOMMENDED** to **OBJECT** to the application for reasons of it being not in keeping with the area and overbearing. The Committee also noted that the property is not in line with the general vernacular of the local area and asked if approved by the District Council, that the cladding is light, in congruent with the landscape and the close proximity to the National Park.

LW/26/0434 – 96 Bevendean Avenue, Saltdean, East Sussex BN2 8PE

Case Officer: Danielle Durham

Erection of a single-storey wraparound rear extension with an additional 1.0m rear projection, front porch, and loft conversion with hip-to-gable extensions, rear dormer, and raised ridge height

Following consideration of the application, it was proposed by Cllr O'Connor, seconded by Cllr Robinson and unanimously **RECOMMENDED** to **SUPPORT** the application.

LW/26/0496 – 2 Ambleside Avenue, Telscombe Cliffs, East Sussex BN10 7LS

Case officer: Danielle Durham

Demolition of existing 2no detached outbuildings, subdividing part of existing rear garden to erect 1no. single-storey dwelling with 2no parking spaces, a bike shed and associated hard and soft landscaping

Following consideration of the application, it was proposed by Cllr Robinson, seconded by Cllr O'Connor and unanimously **RECOMMENDED** to raise **NO OBJECTIONS** to the application.

4064. TO NOTE THE PLANNING DECISIONS MADE BY LEWES DISTRICT COUNCIL

The following planning decisions were noted:-

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

Lewes District Council **GRANTED** permission

Telscombe Town council **SUBMITTED CONCERNS** about the application

LW/26/0348 – 132 Bevendean Avenue, Saltdean, East Sussex BN2 8DQ

Case officer: Danielle Durham

Erection of two-storey side extension, single-storey front extension; demolition of the existing rear porch and erection of a new front porch; associated internal & external alterations

Lewes District Council **GRANTED** permission

Telscombe Town council **SUPPORTED** the application

4065. TO NOTE THE TREE WORK DECISION MADE BY LEWES DISTRICT COUNCIL

The following planning decision was noted:-

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4605. To note the tree work decision made by Lewes District Council (Contd)

TW/26/0059/TPO – 70b Telscombe Road, Peacehaven, East Sussex BN10 7UH

Case Officer: Arboricultural Team

T1 – Ash – Reduction in height by 3.5m. Reduction of lateral branches by approx. 2.5m – To reduce leaf fall and minimise light obstruction

Lewes District Council GRANTED permission

Telscombe Town Council made NO OBJECTION to the application

4066. 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. <i>Response now received.</i>	See new agenda item
		BB	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>Response now received.</i>	See new agenda item
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 the bus shelter at bottom of TCW.	See new agenda item
		BB	Re replacement of seat legs in bus shelter at A259 (opp Broomfield Av), GW Shelter Solutions advised they will replace the legs free of charge.	See new agenda item
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 <i>ESH conf they will respond in next 1-2 weeks.</i>	Oct 2026

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4066. 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
5.8.26	Min 4023, p 4663 – To note PTC's Planning Committee meeting paperwork & minutes	BB	A meeting was held with PTC on 23 rd September and minutes will be circulated once received.	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 contacted ESCC for enforcement action. They will visit the area, talk to resident and ask them to take down the signs.	Oct 2026
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	Section no 3 of the NP – Area Wide Policies, to be taken to this meeting, concentrating on green spaces.	See new agenda item
16.9.26	Min 4053, p 4684-5 – To consider project proposals from the Neighbourhood Plan working group	SN	4 projects to be added to the Business Plan – 1) Promoting Sustainability, 2) Travel Planning 3) Renewable Energy and 4) A259 Public Realm possibly with further feasibility study.	Oct 2026
16.9.26	Min 4057, p 4685 – To consider whether to comment on the Lewes Parking Review 3 – formal consultation	BB	Response provided online to ESCC's consultation con-firming our support of both applications.	Completed
16.9.26	Min 4058, p 4685-6 – Urgent Matters – SGN works on A259 South Coast Road	BB	Contact has been made with B&H buses Commercial Director, but he is on leave until 5 th October. This will be progressed further with B&H buses and Cllr Chapman on his return.	Oct 2026

Minute 4023 – The Amenities Officer advised that Peacehaven Town Council (PTC) have sent the minutes of the meeting and they had been circulated to the Committee. An agenda item will be taken to the next Committee meeting to consider any further progression. The remainder of the action list was **noted**.

4067. TO NOTE INCOME AND EXPENDITURE FIGURES TO 31st JULY 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 31st July 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 actual year to date figures of £11,051 income and expenditure of £13,628.

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4068. TO REVIEW SECTION 3 OF THE NEIGHBOURHOOD PLAN

The Committee reviewed part of section 3 of the Neighbourhood Plan, relating to Design. Cllr Gallagher encouraged all Councillors to take a copy of the Plan and Design Codes. The Amenities Officer asked the Committee if they would like to further consider how to progress with the 'Promoting Sustainability' project listed under this section. Following consideration, it was **agreed** to re-visit this project at a later date.

4069. TO NOTE COMPLAINTS RELATING TO THIS COMMITTEE

The Committee **noted** the complaints. It was reported that complaint reference number TTC-26-173 is now completed. Cllr Robinson asked if an article could be added to the next Town Crier asking residents to report any environmental issues such as potholes and fly tipping, through the Love Clean Streets app.

4070. TO NOTE PEACEHAVEN TOWN COUNCIL'S PLANNING COMMITTEE MEETING PAPERWORK AND MINUTES

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

4071. TO NOTE PLANNING APPLICATION RESULTS COMPARISON REPORT

The Committee **noted** the report, asked that it be produced again in April 2027 and thanked the Admin Assistant for her continuous work.

4072. TO CONSIDER WAY FORWARD REGARDING REPORT PREVIOUSLY RECEIVED FROM GW SHELTER SOLUTIONS ON TOWN COUNCIL OWNED BUS SHELTERS

The Amenities Officer's report was discussed by the Committee. GW Shelter Solutions had previously provided a report on the 13 Town Council bus shelters and recommended that 8 shelters were repaired and 1 shelter be replaced, alongside prices. This was taken to the Committee in July and a resident present at that meeting raised concerns with the recommendation to replace the bus shelter located at the bottom of Telscombe Cliffs Way as they felt it was not necessary. The Amenities Officer was asked to contact Lewes District Council (LDC) and East Sussex County Council (ESCC) for contact details of their contractors for a second opinion, but little progression had been made. Following consideration, it was proposed by Cllr O'Connor, seconded by Cllr Williamson and unanimously **RECOMMENDED** to accept the estimate of £7,269.28 plus VAT to undertake repairs to the bus shelters (excluding the polycarbonate replacement), including replacement of the bus shelter at the bottom of Telscombe Cliffs Way at £5,724 plus VAT, plus the relevant licence fees from East Sussex Highways, and that consideration be given to increase the earmarked reserves for bus shelter replacement for the next financial year. As this cost is over the Committee limit, it will be taken to Full Council for approval.

4073. UPDATE ON REQUESTING TRAFFIC CALMING MEASURES IN TELSCOMBE TOWN

The Committee were informed in June that two members of the public had contacted the Town Council regarding speeding vehicles in the local area. One resident had requested that speed bumps be added to Bannings Vale and another resident asked if the speed limit at Grassmere Avenue and Broomfield Avenue could be reduced to 20mph. It was agreed that ESCC and our ESCC Councillor be contacted, for them to investigate traffic calming measures in these locations.

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4073. Update on requesting traffic calming measures in Telscombe Town (Contd)

Upon contacting our ESCC Councillor, he reported that the Secretary from the Telscombe Residents Association had proposed that Grassmere Avenue is stopped up at the junction with Telscombe Cliffs Way, to eliminate issues of speeding vehicles. A response was later provided by ESCC's Traffic & Safety Manager who advised that this request had been taken to their Infrastructure, Planning and Place team. They have confirmed that the request to close the road at Grassmere Avenue is being included within the brief for the detailed design phase of the Peacehaven and Telscombe Active Travel Project, which is due to commence within the next couple of months. The ESCC Traffic & Safety Manager also advised that inspections have been carried out regarding the residents' requests to add speed bumps and reduce the speed limit. Both locations have not been identified as a high enough priority to be considered for inclusion in their improvement programme. However, anyone may wish to progress with a Section 278 agreement in these areas, which would require funding to be secured to oversee the projects.

Taking all the above into consideration, it was proposed by Cllr Robinson, seconded by Cllr Williamson and unanimously **RECOMMENDED** to note ESCC's response and not progress with a Section 278 agreement, and to note that the request to close off Grassmere Avenue with the junction of Telscombe Cliffs Way is being included within the brief of the Peacehaven and Telscombe Active Travel Project. It was also agreed not to streamline a process concerning requests made by residents, due to it being under ESCC's remit.

4074. TO CONSIDER ASKING EAST SUSSEX COUNTY COUNCIL TO ENFORCE BANS ON PARKING ON PAVEMENTS UNDER THE ENGLISH DEVOLUTION AND COMMUNITY EMPOWERMENT BILL

A resident asked if Telscombe Town Council would consider asking ESCC to enforce bans on parking on pavements under the English Devolution and Community Empowerment Bill. It was proposed by Cllr Williamson, seconded by Cllr Gallagher and unanimously **RECOMMENDED** that the Town Clerk writes to ESCC's Director of Communities, Economy and Transport, to ask that they take up this power.

4075. TO NOTE ORDER MADE BY EAST SUSSEX COUNTY COUNCIL FOR PUBLIC FOOTPATHS BETWEEN NORTHWOOD AVENUE AND FINDON AVENUE IN EAST SALTDEAN

The Committee **noted** that ESCC have made a Definitive Map Modification Order for two public footpaths in East Saltdean; footpath named Telscombe 23 commencing at Northwood Avenue and terminating at Findon Avenue, and footpath named Telscombe 24, commencing at the southern side of the grassed area at Findon Avenue and terminating at the northern side of the grassed area at Findon Avenue.

4076. TO NOTE RESPONSE RECEIVED FROM EAST SUSSEX COUNTY COUNCIL CONCERNING PEACEHAVEN LIBRARY PROVISION AND BUILDING RETENTION AND AGREE ANY FURTHER ACTION

The Committee discussed ESCC's response to the Town Council's letter concerning Peacehaven's library provision and building retention. It was proposed by Cllr O'Connor, seconded by Cllr Robinson and unanimously **RECOMMENDED** for Cllr O'Connor to draft a response and it be considered at a future meeting. The Committee thanked the Town Clerk for her progression.



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4077. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING OR ADDING ON A FUTURE AGENDA

Cllr O'Connor reported that LDC had considered the Morrison's and Fairlight café concession applications at their Planning Applications Committee meeting held earlier that evening, and both had been approved.

Cllr Gallagher advised that a resident had made contact about a property in East Saltdean having tarmacked the grass verge in front of a property and added a white line to be able to park their vehicle. The resident asked if the relevant approvals had been acquired. It was **agreed** that Cllr Gallagher would provide the information to the Amenities Officer to investigate further,

As there was no further business, the meeting closed at 8.52pm.

Signed
Chairman

Next meeting of the Committee – Wednesday 28th October 2026