



Seaford Town Council

To members of the Planning & Highways Committee

A meeting of the **Planning & Highways Committee** will be held **via Zoom*** on **Thursday 6th August 2020** commencing at **7.00 pm** which you are summoned to attend

Isabelle Mouland
Assistant Town Clerk
30th July 2020

Agenda

1 Apologies for Absence and Declaration of Substitute Members

2 Disclosure of Interests

To deal with any disclosure by Members of any disclosable pecuniary interests and interests other than pecuniary interests, as defined under the Seaford Town Council Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

3 Public Participation

To deal with any questions, or brief representations, from members of the public in accordance with Standing Order 3 and Seaford Town Council Policy.

4 Planning Applications

Applications received week commencing 5th July 2020

LW/20/0426 – 12 Kingsmead – Single storey rear extension for Mr J Liptrot

LW/20/0431 - Beaufoys 45 Firle Road – Erection of front boundary wall with railings for Jim Malyan

LW/20/0420 – 23 Downsview Road – Installation of two air conditioning units to rear south facing elevation for Paul Gard

LW/20/0382 – 10 Blatchington Hill – Creation of a new basement for Mr N Amery

Please note that this application is partly retrospective in that work on the excavation of the basement has commenced and has been the subject of complaints to Lewes District Council from residents in the locality. Despite the fact that the application is retrospective, members are obliged to consider their response on the merits of the proposals and not take the premature commencement and any breach of planning control into account.

LW/20/0332 - 3 Sherwood Road – Retention of Outbuilding at rear for Mr N Amery

Please note that this application is also retrospective. The original application LW/20/0007 was refused by Lewes District Council having been the subject of an objection by this Committee at the meeting on 20th February 2020. The grounds for objection were that there was no information supplied as to how the building would be used taking into account the host property was in use as three flats; that it was too large and was out of scale with the host property; and that it could potentially be used a separate unit of accommodation.

Planning Applications received in the week commencing 12th July 2020

LW/20/0436 – 1 Sovereign Close – Demolition of existing single storey rear extension.

Replacement with single storey rear and two storey side extension. Erection of entrance porch to front elevation and associated soft and hard landscaping for Mr & Mrs Beal

LW/20/0448 – 33 Sherwood Road – Two storey rear extension for Mr M Langley

Please note that this is an amended proposal to the application refused by Lewes District Council under reference LW/19/0902 and also recently refused on appeal. The refused scheme included a detached garage as well as the proposed extension. The refusal of consent on appeal was based on highway safety concerns regarding the garage; the inspector had no concerns regarding the extension. At this Committee's meeting on 9th January 2020, the Committee supported the original application.

LW/20/0460 – 1 Dymchurch Close – Single storey rear extension 5.5m in length, with eaves height of 2.8m and maximum height of 3.2m for Mr and Mrs Reed

LW/20/0224 – 24 Hythe Crescent – Ground and first floor side extension for Mr M Earp

LW/20/0377 – The Briars 93 Firle Road – Erection of a three-bedroom dwelling and garage in the rear garden

Please note that this is a resubmission of the application LW/19/0740. Lewes District Council refused consent on the grounds of over development; loss of trees; adverse impact on neighbouring properties and general adverse impact on a designated Area of Established Character. This Committee had objected to the application on the same grounds at the meeting on 20th February 2020.

Planning Applications received in week commencing 19th July 2020

LW/20/0353 – 15 Firle Grange – Replacement of summerhouse at rear for Mr D West

Planning Applications received in week commencing 26th July 2020

LW/20/0468 – Bybuckle Court Care Home, Marine Parade - Change of use from Nursing Home to six residential flats for J Lord.

Please note that this is a resubmission of application LW/20/0058, the update of which is included in the Planning Officer's Update Report at item 6 of this agenda.

Tree Works Application

TW/20/0057 – 20 Seafeld Close – Shorten two boughs by 2-3 metres for Barry Patton

Please note that there are currently no documents posted on the Lewes District Council website in respect of this application. A request for further information has been submitted to Lewes District Council.

5 Extension of Permitted Development Rights

To consider report 35/20 of the Planning Officer presenting an update on recent legislation change with permitted development rights (pages 8 to 10).

6 Update Report

To consider report 34/20 of the Planning Officer on recent decisions made by Lewes District Council on applications previously considered by this Committee (pages 11 to 12).

For further information about items appearing on this Agenda please contact Isabelle Mouland, Assistant Town Clerk, 37 Church Street, Seaford, BN25 1HG. Telephone 01323 894870.

Circulation: Committee members (as below) and all registered email recipients of agendas.

Committee: Councillors L Wallraven (Chair), R Honeyman (Vice Chair), D Argent, L Boorman, J Edson, M Everden, J Lord and J Meek.

For information: Councillors N Adil, P Boorman, M Brown, J Cash, S Dunn, M Hayder, R Hayder, O Honeyman, R Morland, G Rutland, R Reed and B Webb.

***Zoom Meeting:**

In line with the Coronavirus Act 2020 and subsequent regulations governing local authorities meetings, the Council will be holding this meeting via the online video conference facility, Zoom.

To join the Zoom meeting follow this link:

<https://us02web.zoom.us/j/88559557067?pwd=RjFGUG1pRmRKZEZOQVRnK0tMK3ZkQT09>

Meeting ID: 885 5955 7067

Password: (to ensure online security it is recommended that meeting passwords are not publicised and are given directly to those intending to attend the meeting. Please therefore email admin@seafordtowncouncil.gov.uk for the password at least 24 hours before the scheduled meeting date)

Telephone number to join by audio only: 0203 481 5240 (you will be prompted to enter the meeting ID and password before joining the meeting)

Taking Part in a Zoom Meeting

Please note that the following instructions are for joining a meeting using a laptop, computer or tablet device. Accessing with a smartphone may differ.

Index

- 1 [Joining](#)
 - 1a [If this is your first time](#)
 - 1b [If you have already downloaded the Zoom app](#)
- 6 [Settings](#)
 - 6a [Screen View](#)
 - 6b [Mute / Unmute](#)
 - 6c [Technical Run Through -Chat Function](#)
- 8 [Participation](#)
 - 8a [Public Participation](#)
 - 8b [Councillor Discussions / Participation](#)
 - 8c [Voting](#)
- 9 [Leaving the Meeting](#)
 - 9a [Exclusion of Press & Public](#)
 - 9b [Declaration of Interest](#)

3 – Once the host starts the meeting, you will see the pop up below in your desktop app. Click the button to ‘join with video’.

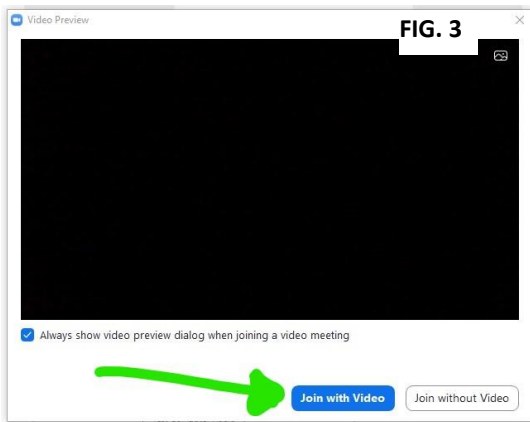


FIG. 3

4 – You will then join the ‘waiting room’ and the host will have to approve you entering. Your screen will probably show the below.

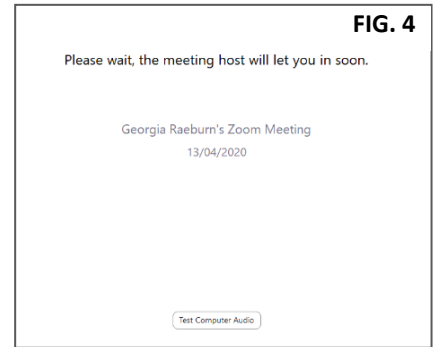


FIG. 4

5 – Once admitted entry by the host, you will see the screen below. Click to ‘join with computer audio’.



FIG. 5

6 – Settings

6a - Screen View

Once in, you will see all participants in the meeting so far. More participants may join and the screens will get smaller/move around to accommodate this. If you can just see one big person and the rest are fitted around, you are on ‘speaker view’ change in the top right hand corner of the screen; try out ‘gallery view’ and see which you prefer!

6b - Mute / Unmute

Check to see if you are muted (shows on bottom left of screen):

- If it says ‘unmute’ with a red line this means you are muted and can’t be heard
- If it says ‘mute’ you can be heard

It will be best to remain muted until you want to speak – this prevents too much background noise and will make it easier for everyone to hear the speaker.

6c - Technical Run Through – Chat Function

We will go through the meeting at the start to make sure everyone can hear and see and be heard and seen. If you have any problems with the audio and can’t hear/be heard, we can use the ‘chat’ function to try to resolve this.

Click on 'chat' at the bottom of the screen. Type your issue in the text box and hit 'enter' – your message will go to the host only who will respond to try and help.

7 – Once everyone is up and running, the Chair will conduct the meeting in the usual manner; going through the agenda. The Host (an officer) will monitor the IT/technical side of the meeting.

8 – Participation

Please remember to keep yourself on mute unless you are speaking (save for the Chair and host, who will need to be able to speak freely). It is imperative that all participants are able to clearly hear the speakers without lots of background noise.

8a – Public Participation

- i. The Chair will introduce public participation and invite any members of the public wishing to speak to raise their hands clearly in the video.
- ii. The host will note down those wishing to speak (using the name/id shown by the person's screen).
- iii. The host will inform the Chair in turn who is next to participate.
- iv. Once at the end of the list, the Chair will check if any other members of the public were wishing to speak.
- v. The Chair, or an officer and other councillor if invited to do so, will respond where relevant to the member of public.
- vi. The public statement and any response will be recorded for the minutes in the usual manner.
- vii. If a member of public does not have video feed, when the Chair is asking who would like to participate, the member of public should unmute themselves and state their name and that they wish to speak. They will be noted down in the list by the host and they will be invited to participate at the relevant stage by the Chair.

8b – Councillor Discussion/Participation

To try and prevent councillors from speaking over each other, it is encouraged that councillors keep their video/audio 'muted' until invited to speak by the Chair.

- i. Councillors wishing to speak should raise their hand clearly in the video (as above) and a note will be made of the hands raised. All hands then go down, when prompted.
- ii. The Chair will invite the relevant councillors to speak.
- iii. The councillor speaking first should 'unmute' themselves and make their statement; then 'mute' their video/audio again.
- iv. The Chair will either respond or ask an officer to reply, where necessary.
- v. The Chair will then ask if any other councillors are wishing to respond to the councillor's statement by show of hands. The host will note the hands raised and prompt the Chair as to who to invite to speak.
- vi. Then follow the above steps ii-iv and work through the list of councillors wishing to respond.
- vii. Then return to the list of councillors who had originally wanted to speak and follow the above steps again.
- viii. If councillors do not have video feed, when the Chair is asking which councillors would like to speak or respond to another councillor's statement, the councillor should unmute themselves and state their name. They will be noted down in the list by the host and they will be invited to participate at the relevant stage by the Chair.

This may feel over the top but is trying to ensure that all councillors have a fair chance to partake in discussions. Hopefully when we are all more accustomed to this way of 'meeting', this will all become more second nature.

8c – Voting

The Chair/an officer will clearly read out what it is that is being voted on, in the usual manner.

Votes will either be taken by show of hands, where achievable and it is clear to determine individual's votes. If it is not however or the vote is close, the host will then read through councillor's names asking for their vote, whether 'for', 'against' or 'abstain'. This is to ensure that votes are marked down correctly and remove any error of doubt.

The host will confirm verbally whether or not the resolution was carried.

Please note, this does not mean they are recorded votes and individual votes will not be shown in the minutes; a councillor would still have to specifically request a recorded vote if one was wanted.

9 – Leaving the Meeting

To leave the meeting, you can click on the 'leave meeting' in red text at the bottom right hand of the screen. You will be prompted to confirm you want to leave.

If you leave by accident, please follow the above steps in section 2 to re-join the meeting.

9a – Exclusion of Press & Public

Where an exclusion of press & public is resolved, all members of press and public will need to leave the meeting. They can do this themselves or the host does also have the ability to remove them.

The host will then 'lock' the meeting so no new attendees can join and interrupt the confidential session.

9b – Declaration of Interest

If a councillor has declared an interest in an item on the agenda and it is deemed best that they 'leave the meeting' for that item. They should leave following the meeting in the usual manner but keep their Zoom desktop app open. The host will then 'invite' them to return once the item has concluded.

When invited to return, a pop up will appear that the councillor should then 'accept' and they will re-join the meeting.



Seaford Town Council

Report 35/20

Agenda Item No:	5
Committee:	Planning & Highways Committee
Date:	6th August 2020
Title:	Extension of Permitted Development Rights
By:	Geoff Johnson, Planning Officer
Purpose of Report:	To provide the Committee with an update on recent and proposed changes to permitted development rights and the use classes order.

Recommendations

You are recommended:

- 1. To note the contents of the report.**
-

1. EXTENSIONS TO EXISTING BLOCKS OF FLATS

- 1.1 This new permitted development right comes into effect on 1st August 2020. The right allows construction of up to two additional storeys, subject to prior approval and certain exclusions. These must be residential and immediately above the existing top floor. Certain limitations apply. For example, the overall height of the roof of the extended building must not be more than seven metres higher than the highest part of the existing roof, and that the extended building must not be greater than 30 metres in height.
- 1.2 The developer must apply to the Local Planning Authority (LPA) for prior approval in respect of traffic and highways impacts, air traffic and defence asset impacts, contamination risks, flood risk, the external appearance of the building, the provision of adequate natural light in all habitable rooms of the new dwellings, impact on amenity of the existing building and neighbouring premises including overlooking, privacy and loss of light, and the impact on any protected views.
- 1.3 The prior approval procedure has been in force for several years mainly in relation to proposed new agricultural buildings and certain changes of use. The procedure involves the applicant submitting plans to the LPA following which the LPA has a fixed period, usually 8 weeks, in which to call for a full application citing one or more of a list of set issues (e.g as listed above). If the LPA fails to respond within the fixed period the development can go ahead. Town /Parish Councils are normally not notified of prior approval applications. Neighbouring landowners will normally be notified.

- 1.4 The key constraint for this particular provision is that the new rights will only apply to a building which is a purpose-built, detached block of flats. Mixed-use buildings, which usually have the ground floor as a non-residential use, will not benefit from these new rights. However, traditional housing estates that are comprised of mansion-style blocks of flats (mostly in large urban areas) will benefit. This could provide councils and housing associations with additional affordable housing quicker than using the traditional planning application route.

2. SINGLE DWELLINGS

- 2.1 New rights for house owners were announced by the Prime Minister in his speech on 30th June 2020. They will be able to build additional space above their homes via a fast track approval process, subject to neighbour consultation. No details have been published as yet.

3. OTHER CHANGES TO USE CLASSES and PERMITTED DEVELOPMENT (PD) RIGHTS

- 3.1 The Government laid further new provisions before parliament just before the recess bringing significant changes to the current Use Classes Order and further extension of PD rights. The Use Class changes come into effect on 1st September 2020 and the PD extensions come into effect on 31st August 2020.
- 3.2 A new commercial and business class (Class E) will cover and replace Use Classes A1 (Shops) (albeit with a notable exception – see below), A2 (Financial and Professional Services), A3 (Restaurants and Cafes) and B1 (Offices, Research & Development and Light Industrial), as well as certain D1 (Non-Residential Institutions) and D2 (Assembly and Leisure) uses such as health/medical centres, gyms and nurseries which will not fall within the new Class F. Under normal circumstances, this will permit premises to switch between these uses without the need for prior approval or planning permission. However, shops smaller than 280sqm mostly selling essential goods, including food, and at least “1km from another similar shop” will fall within a new Class F.2 (see below);
- 3.3 The current Use Classes D1 (Non-Residential Institutions) and D2 (Assembly and Leisure) will be revoked, and replaced with the following:
 - *Class F1 (Learning and Non-Residential Institutions) which will include educational premises, museums, galleries, libraries, public/exhibition halls, places of worship and law courts.
 - *Class F2 (Local Community) which will include some small shops (as detailed above), community halls and meeting places, outdoor sports and recreational facilities, swimming pools and skating rinks.
- 3.4 The consequence of these changes is that a number of different land uses which currently fall within the Order will be outside any Use Class and therefore planning permission will be required to change to and from them, including: pubs and bars, hot food takeaways, music venues, bingo halls and dance halls.
- 3.5 PD rights will be extended to cover the demolition of a single detached purpose block of flats, or building used for office, research and development or industrial purposes, and its replacement by a single detached block of flats or detached dwelling within the footprint of the old building. The building to be demolished must have been vacant for a period of

at least 6 months, have a footprint no larger than 1,000 sqm and be no taller than 18 metres. There is, also, a more wide-ranging prior approval process which will require confirmation from the LPA that the new development is acceptable, before the work can commence. In this regard, the LPA will consider, amongst other things: the design and appearance of the new building, possible transport and highway impacts, residential amenity impacts including the right to light, and the impact on heritage and archaeology.


4. FINANCIAL APPRAISAL

There are no financial implications to the Council as a result of this report.

5. CONTACT OFFICER

The Contact Officer for this report is Geoff Johnson, Planning Officer.

Planning Officer

A handwritten signature in blue ink, appearing to read 'G Johnson', written over a horizontal line.



Seaford Town Council

Report 34/20

Agenda Item No:	6
Committee:	Planning & Highways Committee
Date:	6th August 2020
Title:	Update Report
By:	Geoff Johnson, Planning Officer
Purpose of Report:	To inform the Committee of Lewes District Council decisions

Recommendations

You are recommended:

- 1. To note the contents of the report.**
-

1. Information

The Town Council (STC) has been notified of the following decisions made by Lewes District Council:

APPROVALS – (No objection from STC)

LW/20/0178 – 40 SOUTH WAY -Refurbishment of existing flat dormer roof to pitched roof and replacement of flat garden room roof to front with green roof and balcony

LW/20/0320 – 26 FARM CLOSE – Replacement of garage with a single storey side extension

APPROVAL – (No support or objection from STC due to lack of clarity in the submitted plans)

LW/20/0278 – BARN COTTAGE CHYNGTON LANE - Erection of orangery, installation of rooflights, enlarge existing window to side elevation, replacement of french doors with a window and replacement of existing utility door and side light with a new door with side light and side window.

REFUSAL – (No objection from STC)

LW/20/0058 = BYBUCKLE COURT MARINE PARADE Change of use from nursing home to six residential flats.

Reasons for Refusal : Inadequate size of flats would result in overdevelopment. Parking would be too cramped and also inadequate for no. of dwellings.

2. Financial Appraisal

There are no financial implications to the Council as a result of this report.

3. Contact Officer

The Contact Officer for this report is Geoff Johnson, Planning Officer.

Planning Officer 