




Seaford Town Council

Seaford Town Council Planning & Highways Agenda – 7th July 2021

To the Members of the Planning & Highways Committee

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

A meeting of the **Planning & Highways Committee** will be held at **Seaford Baptist Church, Belgrave Road, Seaford, BN25 3EE** on **Wednesday 7th July 2021** at 7.00pm, which you are summoned to attend.


Adam Chugg
Town Clerk
30th June 2021

PLEASE NOTE:

- **Public attendance at this meeting will be limited to 14 people.**
- **The meeting will also be livestreamed and recorded to the Town Council's YouTube channel to enable to public to watch this remotely.**
- **See the end of the agenda for further details of public access and participation.**
- **Unless you have a valid medical exemption, all participants must wear a mask when at the meeting – failure to do so may result in you being asked to leave.**

AGENDA

1. **Apologies for Absence**

To consider apologies for absence.

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 relevant legislation and Seaford Town Council Policy.

In accordance with Town Council policy, members of the public wishing to speak on individual planning applications may do so immediately before each planning application.

4. Planning Applications

LDC Planning Applications received in week commencing Monday 7th June 2021

LW/21/0311 – 28 Sutton Avenue

Replacement of existing flat roof with pitched roof and timber cladding to match existing for Mr P Patterson.

LW/21/0313 – Bormes Marine Parade

Replacement roof, rendered elevations and balcony for Mr R Turner.

LDC Planning Applications received in week commencing Monday 14th June 2021

LW/21/0082 - Vereeniging Saxon Lane

Single storey rear and side extensions, together with a loft conversion for E Gorman.

LW/21/0343 – 82 Hawth Park Road

Single storey rear extension, conversion of garage, creation of porch and rear decking with alteration to fenestration for Ashley Renton.

LW/20/0855 – 3 Guardswell Place

Erection of front and rear dormers (including Juliet balcony), loft conversion for Mr G Dunlop.

LDC Planning Applications received in week commencing Monday 21st June 2021

LW/21/0303 – 21 Cliff Close

Re-submission of lapsed permission LW/18/0004 Erection of 2 story side extension, alterations to existing glazing and creation of an enclosed balcony for Claire Hopkins.

LW/21/0217 – 46 Beacon Drive

Single storey extension for Mr and Mrs Ori.

LW/21/0376 – 35 Lexden Drive

Demolition of existing conservatory and new single storey rear/side for Mr and Mrs Giles.

LW/21/0480 – 23 Belvedere Gardens

Single storey side extension for Ms S Taylor.

LDC Planning Applications received in week commencing Monday 28th June 2021

LW/21/0357 – 9 Carlton Road

Retrospective application for retention of balcony area for Mr and Mrs Hamilton.

LW/21/0360 - 28 Bishopstone Road Bishopstone - Roof conversion works including building a dormer to the rear, bringing out the existing gable further forward, whilst retaining part of the existing roof terrace under the extended roof area. To the side of that there will be a mirror image gable ended feature formed, with a pitched roof section linking the two for Mr N Pay.

LW/21/0363 – 5 Offham Close - Proposed single storey side extension and oak pergola to the rear for J Caukill.

Tree Works Application (in the South Downs National Park)

SDNP/21/03227/TCA- Plummers The Street Bishopstone Village

Proposal: T1 - Reduce laurel hedge in height by approx 1m and trim sides T2 - Remove elm T3 - Removal of elm and elder suckers throughout the garden T4 - Trim the sides of the yew tree T5 - Hedge cut the holly shrub T6 - Removal of larger stems of the spindle T7 - Reduce height of ceanothus to wall height and remove dead wood T8 - Removal of crossing branches and crown thin of beech tree T9 - Removal of branches/growth that touches the phone line from the yew tree for Mr Abbott.

5. Housing Delivery Position Statement

To consider report 38/21 of the Planning Officer notifying the Committee of the recent publication of Lewes District Council's Housing Delivery Position Statement and the implications of the Statement for future planning in Seaford and the Lewes District (pages 9 to 14).

6. Disabled Parking Places and Wheelchair Crossings

To consider report 39/21 of the Planning Officer reporting on the need for more disabled parking spaces and wheelchair crossings in the town centre and on the seafront and request members to identify suitable sites for new spaces and crossings to refer to East Sussex County Council for consideration (pages 15 to 16).

7. Notification of Decisions from Lewes District Council

Planning Officer to report at the meeting on administrative problems at Lewes District Council regarding the notification of decisions taken on applications previously considered by this Committee.

AGENDA NOTES

For further information about items on this Agenda please contact:

Adam Chugg, Town Clerk, 37 Church Street, Seaford, East Sussex, BN25 1HG

Email: admin@seafordtowncouncil.gov.uk

Telephone: 01323 894 870 (please note that due to working from home, this phone line is not currently manned, so please leave a voice message and this will be picked up and forwarded to the relevant member of staff to deal with)

Circulation:

All Town Councillors, Young Mayor, Deputy Young Mayor and registered email recipients.

Public Access:

Members of the public looking to access this meeting will be able to do so by:

1. Watching the livestream of the meeting on the Town Council's YouTube channel at:
<https://www.youtube.com/channel/UCjAYAaMKgdv8ckENO9NsSjA>

OR

2. Attend the meeting in person.

Due to Covid-19 restrictions, the number of public in attendance will be limited to 14.

The Town Council therefore asks that you contact

georgia.raeburn@seafordtowncouncil.gov.uk or 01323 894 870 to register your interest in attending at least 24 hours before the meeting.

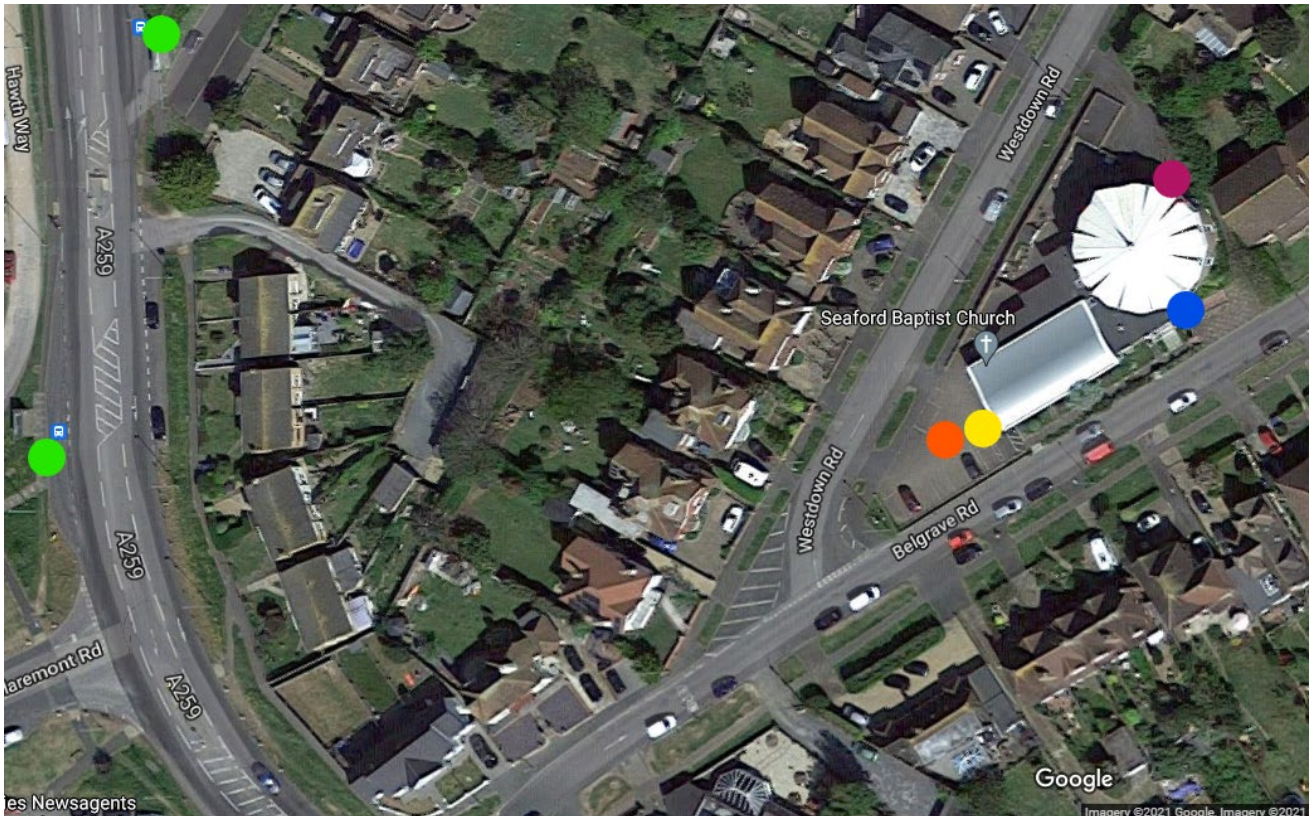
Spaces will be assigned on a first come, first served basis.

Please note that if you don't register and just attempt to turn up at the meeting, this could result in you not being able to attend if there is no space.

Public Access to the Venue:

If you are attending the meeting in person, please arrive for 6.55pm where you will be shown into the meeting for a 7.00pm start.

Access to the meeting by all participants is as set out below:



Green – main bus route stops, a 2 to 3 minute walk from venue.

Yellow – bike racks available

Orange – onsite car parking, limited number of spaces – alternative car parking on street.

Blue – main entry point to be used, requires use of stairs OR

Purple - disabled access and pathway to Belgrave Road or Westdown Road.

Public Participation:

Members of the public looking to participate in the public participation section of the meeting may do so in three ways:

1. Submit a written statement using the above contact details, which will be read out by a Council Officer during the public participation section of the meeting, or;
2. Join a virtual Zoom meeting that will be visible to the meeting participants and will allow you to make your statement verbally to those present in the meeting, or;
3. If attending the meeting in person, by making a verbal statement at the meeting during the public participation section of the meeting.

Your statement should be regarding business on the agenda for that meeting.

A summarised version of your statement, but no personal details, will be recorded in the minutes of the meeting.

Where required, the Town Council will try to provide a response to your statement but if it is unable to do so at the meeting, may respond in writing following the meeting.

Written Statement:

1. Please ensure that any written statement is submitted to georgia.raeburn@seafordtowncouncil.gov.uk at least 24 hours before the meeting.
2. Submissions can be submitted by post but you must be mindful that this is received 24 hours before the meeting still; the Town Council cannot take responsibility for post that is not received in time.
3. While every effort will be made to include all submissions possible, those received later than the above may not be guaranteed to be read aloud.
4. Submissions should be no longer than 4 minutes in length to read (this is roughly 1 – 2 pages of A4).
5. If there are any concerns about the nature of your submissions, officers will raise this with you in advance of the meeting where possible but the right is reserved to not read aloud all of submissions where there is a justified reason for this – officers will inform you where this is the case.

Verbal Statements:

Further details regarding the specifics of attending the Zoom meeting or in person are further below, but these are key points for any form of verbal participation in the meeting:

1. You will only be able to speak at a certain point of the meeting; the Chair of the meeting will indicate when this is (if via Zoom, the technical host will also prompt you if needed).
2. You do not have to state your name if you don't want to.
3. This point is usually included on the meeting agenda as 'Public Participation' although in Planning & Highways Committee meetings members of the public are also invited to speak immediately before each planning application, if they wish to.
4. If you are unsure of when best to speak, either query this with an officer/councillor ahead of the meeting or raise your hand during the public participation item of the meeting and ask the Chair – they will always be happy to advise.
5. When the Chair has indicated that it is the part of the meeting that allows public participation, raise your hand and the Chair will invite you to speak in order.
6. If attending via Zoom and you have no video feed and only audio, you will have to unmute yourself and state your wish to speak or indicate this using the 'chat function' within Zoom.
7. Statements by members of the public are limited to four minutes and you don't automatically have the right to reply. The Chair may have to cut you short if you

overrun on time or try to speak out of turn – this is just to ensure the meeting stays on track.

8. Members of the public should not speak at other points of the meeting.

Participation via Zoom meeting:

If you are looking to join the Zoom meeting you will need to join the meeting for 7.00pm.

Please use the meeting details below.

It is important to note that at this Zoom meeting you will only be able to see yourself and other public participants, not the physical meeting. If you would like to watch the meeting proceedings, you will need to have both the livestream and Zoom operating (which can be done on the one device/screen).

Zoom Details:

Zoom Meeting Link:

<https://zoom.us/j/97456650718?pwd=SIU4VzA4d0dVS0dIYVRaYkpmZFdTQT09>

Zoom Meeting ID: 974 5665 0718

Zoom Meeting Passcode: please email georgia.raeburn@seafordtowncouncil.gov.uk at least 24 hours before the meeting to request the passcode

Joining the Zoom Meeting:

1. When you join the meeting, you will enter the virtual waiting room and a Town Council officer (the 'technical host') will let you in to the meeting at the appropriate time.
2. We advise residents to change their Zoom names to 'Resident' as names will be visible to those in the meeting and possibly on the livestream of the meeting to YouTube.
3. With Zoom, you will have the option to choose whether or not you want your video feed on.
4. We ask that all members of the public remain muted during the meeting.
5. If joining part way through the meeting, you may have a short period in the waiting room if the host has to wait for a suitable point to allow you to enter.
6. The Zoom meeting will remain live for all of the meeting (save for where an exclusion of the press and public is required) but participation will be limited to the public participation section of the meeting.

Covid-safety Measures

The Town Council meetings are being held at Seaford Baptist Church as the meeting space allows for safe distancing of participants, as well as the required equipment to livestream meetings.

In addition to the safety measures being taken in the venue itself, there are steps that you can take to protect yourself and the other participants:

1. Do not attend the meeting if you are displaying any Covid-19 symptoms; a high temperature, a new continuous cough or a loss or change to your sense of smell or taste (source: <https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/main-symptoms/>); or if there is any reason to believe you have been in contact with someone with Covid-19.
2. Unless you have a valid medical exemption, you will be required to wear a mask when in the venue. Failure to do so could result in your being removed from the meeting.
3. The Town Council would encourage anyone attending the meeting in person to have carried out a rapid lateral flow coronavirus test before attending. These are tests taken at home, giving you an instant result, and ordered for free from <https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests> or by calling 119 (open 7am to 11pm, calls are free).
4. If you test positive, do not attend the meeting; you will need to self-isolate immediately and follow the advice on: <https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/>
5. Touch as few shared surfaces as possible when at the meeting and bring your own supplies (reusable water bottles, pens, tissues, copies of agendas etc).



Seaford Town Council

Report No:	38/21
Agenda Item No:	5
Committee:	Planning & Highways Committee
Date:	7th July 2021
Title:	Housing Delivery Position Statement
By:	Geoff Johnson, Planning Officer
Purpose of Report:	To notify the Committee of the recent publication of Lewes District Council's Housing Delivery Position Statement and the implications of the Statement for future planning in Seaford and the Lewes District.

Recommendations

The Planning & Highways Committee is recommended:

1. To continue to uphold the policies of the Seaford Neighbourhood Plan and;
2. To join with other authorities and relevant organisations in the District to :-
 - a. Oppose speculative proposals for new settlements in the District brought forward to take advantage of the 125% increase in the District's housing requirement, and
 - b. Press the Ministry of Housing, Communities & Local Government through the local MP and Lewes District Council to apply a housing supply requirement to Seaford and the District which properly acknowledges the fact that 56 % of the District is within the South Downs National Park and that the lack of infrastructure and other restraints on the development of the remaining land should be taken that into account alongside the assessed housing need.

1. Information

- 1.1 The Town Council has received notification from Lewes District Council (LDC) of its 5-year Housing Supply Position Statement.

- 1.2 Following the expiry of the Lewes Local Plan Part 1 (Core Strategy) 2016 last month, it was necessary to revise the housing supply figures as an essential preliminary stage to the preparation of the new Local Plan.
- 1.3 The method of assessing the housing supply requirement for the District has changed since the adoption of the 2016 Plan. At the time of the adoption of the 2016 Plan the assessment method was principally based on the 'Objectively Assessed Housing Need' which was assessed as for between 92,000 and 104,000 dwellings. However due to over half of the District being within the South Downs National Park (SDNP) and other factors limiting the availability of housing land such as flood risk, LDC was able to argue successfully that the final requirement should be reduced to 6,900 dwellings or 345 dwellings per year over the 20 year period of the plan.
- 1.4 During the life of the plan the assessment method has been changed again by the Government through its National Planning Policy Framework (NPPF). It is now based solely on the Assessed Housing Need of the District with no consideration being given to the restraints in that District limiting the availability of land. The assessed annual requirement for the Lewes District has now risen therefore from 345 to 782 dwellings (reduced to 603 in the 44% of the District outside the SDNP).
- 1.5 Based on that increased requirement LDC unsurprisingly now assesses its current housing land supply as 2.9 years, well below the 5 years required under Government policy.
- 1.6 This has major implications for Seaford, it's Neighbourhood Plan and the Lewes District, which will be explained in this report

2. The NPPF and the Housing Delivery Requirement

- 2.1 Much had been made recently in the media of the unpopularity of the proposed Planning reforms, especially in the South-East. The proposals are controversial and the Town Council raised several objections to them when they were debated last October. They are however a future rather than a current problem. No Planning Bill has been published as yet and if the proposals go before Parliament in the form set out in the White Paper, they are so extensive and complex that it will take several years before they come into force.

- 2.2** The immediate problem is the major increase in the housing delivery requirement. There has been a high level of controversy recently over the assessment of the amount of housing required across England. In 2017, a new Standard Method of Assessment was introduced and adopted in the NPPF in 2018. In 2020, the Government produced a White Paper with proposals to revise the Standard Method proposing a concentration of new housing in London and the South-East and away from the North and Midlands, the so-called Housing Algorithm.
- 2.3** This attracted so much criticism from all sides that the Government backtracked and in December 2020, announced that the algorithm would be scrapped and that there would be a greater emphasis on building on brownfield sites in England's 20 largest urban areas (including Brighton & Hove). It would also revert to the assessment method introduced in 2018.
- 2.4** This was seen by the media and some commentators as a reprieve for the South-East. The true picture however is, for a District like Lewes and many others which are struggling to achieve a 5-year supply of housing, little different from the situation under the scrapped algorithm.
- 2.5** Under the NPPF, local housing policies and allocations in Districts such as Lewes, where the Core Strategy has expired and where there is no 5-year supply of housing land, are deemed to be 'out of date' and therefore cannot be relied on to oppose new residential developments. This could have significant implications for the existing housing allocations in the Local Plan Part 2 and the Seaford Neighbourhood Plan (Seaford NP).
- 2.6** In normal circumstances, as the Seaford NP was only adopted in February 2020, applications for new residential developments on sites not allocated in that plan would be rejected. The policies of the NPPF would however apply a presumption in favour of granting permission if the site is in a sustainable location and there is no major conflict with other NPPF policies. Conflict with the housing policies of the Seaford NP will not be accepted as a reason to refuse. Effectively this means that Lewes's undersupply will enable developers and landowners to by-pass the policies of the recently adopted plans.

- 2.7** This is bound to encourage speculative applications for residential development on new sites and those previously rejected, fuelled by the fact that the overall housing requirement has been increased by around 125%.
- 2.8** Seaford itself is protected from expansion as it is enclosed by the SDNP and the sea but pressure on redevelopment of existing sites and new development on existing green spaces will increase. Also there is now clear policy guidance protecting sites adjoining the SDNP and treating them as if they were within the SNDP boundary. This will help some potentially vulnerable sites in Seaford but will be particularly relevant to other areas of the District. There has been a lot of coverage in the media of the proposals submitted on behalf of Eton College for a new settlement of 3,000 on farmland at East Chiltington. The developers are relying on LDC's undersupply of housing land but this site is also adjacent to the SDNP boundary, separated only by the railway line between Cooksbridge and Plumpton and has no infrastructure to support a new settlement.
- 2.9** The NPPF (para 72) encourages the establishment of new settlements in certain circumstances:-
- (a)** The supply of large numbers of new homes can often be best achieved through planning for larger scale development, such as new settlements or significant extensions to existing villages and towns, provided they are well located and designed, and supported by the necessary infrastructure and facilities.
- 2.10** Given the clear restraints on the availability of sites in the District, creating a new settlement (or more) could be seen as the only feasible way of achieving the housing requirement set by the Government. In the Lewes District however, the quality of the rural land where the settlement would need to be located and the lack of infrastructure, particularly a viable highway network, makes this impossible. This illustrates the shortcomings of the policy and why it must be opposed.

3. Protecting the Neighbourhood Plan

- 3.1** The most important sections of the Seaford NP are the housing and protected green space allocations. It is vital to the well-being of the town and its residents that these policies continue to be enforced.

- 3.2** There are special circumstances strengthening Seaford's housing provision position. The Newlands development will, when completed, contribute 184 dwellings to the District's housing supply but due to the timing of the availability of the site, the application and the consent, it did not count towards the formal Local Plan allocation for Seaford; it was classified bizarrely as a windfall site and therefore applied to a District-wide allocation.
- 3.3** The fact that Seaford is having to absorb this huge 'windfall' should also count against the granting of consent for any significant new sites not designated in the Seaford NP.
- 3.4** The Newlands development is bound to be a significant burden on local infrastructure, primarily on the already congested highway network but also on health and education services. The NPPF itself emphasises the need to promote healthy and safe communities. The town therefore has justifiable reason to counter policy guidance in the NPPF which challenges the weight to be placed on the Seaford NP policies.

4. Recommendations



- 4.1** The Town Council should therefore make its position clear at an early stage in the Local Plan process.
- 4.2** The Committee is recommended to resolve :-
- (a)** To continue to uphold the policies of the Seaford Neighbourhood Plan and;
 - (b)** To join with other authorities and relevant organisations in the District:-
 - i.** to oppose speculative proposals for new settlements in the District brought forward to take advantage of the 125% increase in the District's housing requirement, and
 - ii.** to press the Ministry of Housing, Communities & Local Government through the local MP and the District Council to apply a housing supply requirement to Seaford and the District which properly acknowledges the fact that 56 % of the District is within the South Downs National Park and that the lack of infrastructure and other restraints on the development of the remaining land should be taken that into account alongside the assessed housing need.

5. Financial Appraisal

5.1 There are no direct financial implications as a result of this report.

6. Contact Officer

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

Planning Officer	
Town Clerk	



Seaford Town Council

Report No:	39/21
Agenda Item No:	6
Committee:	Planning & Highways Committee
Date:	7th July 2021
Title:	Disabled Parking Spaces and Wheelchair Crossing
By:	Geoff Johnson, Planning Officer
Purpose of Report:	To report on the need for more disabled parking spaces and wheelchair crossings in the town centre and on the seafront and request members to identify suitable sites for new spaces and crossings to refer to East Sussex County Council for consideration.

Recommendations

The Planning & Highways Committee is recommended:

1. To draw up a schedule of locations in the town where new disabled spaces or wheelchair crossings are required and refer them to East Sussex County Council for further consideration.

1. Information

- 1.1 At a recent Community Services Committee meeting, a request was raised by a councillor for more disabled parking spaces and wheelchair crossings in the town particularly on the seafront and in the Town Centre.
- 1.2 The request was original to the Community Services Committee but, although the issue does relate to community matters, it is primarily a highways issue and therefore comes under this Committee's responsibilities.

2. Provision of Parking Spaces

- 2.1 It is acknowledged that there is a shortage of disabled spaces in the town. East Sussex County Council (ESCC) however is under no duty to provide a

specified number of spaces on the highway. The only obligations requiring a specific proportion of disabled spaces are planning rules relating e.g to visitor parking provided at new office developments.

- 2.2 New disabled spaces are normally dealt with in the ESCC's Annual Review of Parking Spaces, which is circulated for consultation in October ready for a final decision to be made at ESCC Committee in December. Traffic orders are then made and advertised early in the new year.
- 2.3 Rather than simply send a general request to ESCC for more spaces, a request for specific numbers of spaces in particular locations would carry more weight. The Committee is therefore requested to consider how many new spaces may be required and in which locations.
- 2.4 Weather permitting, the Planning Officer will be doing their own survey of the seafront roads prior to the meeting so there may be some more information available then.

3. Wheelchair Crossings


- 3.1 The need for more wheelchair crossings has also been highlighted.
- 3.2 These are not part of the ESCC's Annual Parking Review but if members are aware of any particular road crossing points that need a dropped kerb crossing, they can be referred to ESCC's Highways team for further consideration.

4. Financial Appraisal

- 4.1 There are no direct financial implications as a result of this report.

5. Contact Officer

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

Planning Officer	
Town Clerk	