



Seaford Town Council

Seaford Town Council Planning & Highways Agenda – 28th April 2022

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 and B Payne.

A meeting of the **Planning & Highways Committee** will be held at **The View at Seaford Head, Southdown Road, Seaford, BN25 4JS** on **Thursday 28th April 2022** at **7.00pm**, which you are summoned to attend.

Adam Chugg

Town Clerk

22nd April 2022

- The meeting will be video recorded and uploaded to the Town Council's YouTube channel after the meeting.
- See the end of the agenda for further details of public access and participation.

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 Application deferred from previous meeting

[LW/21/0749](#) – **6 Cinque Ports Way** - Single storey side extension for Mr P Weatherley.

N.B Full plans now posted on the LDC Website.

LDC Planning Applications received in week commencing Monday 28th March 2022

[LW/22/0207](#) - **1 Chyngton Gardens** - Erection of one detached dwelling on land to the north of 1 Chyngton Gardens for Mrs Hayes.

[LW/22/0204](#) - **62 Stafford Road** - Demolition of existing conservatory and replacement single storey side extension with pitched roof, replacement side porch extension with pitched roof and first floor side dormer with pitched roof, rooflight and additional 2no. rooflights to existing rear elevation for A Haverley.

[LW/22/0208](#) - **43 Kingsmead** - First floor front extension with pitched roof and 2no. front windows for Mrs J Evans.

LDC Planning Applications received in week commencing Monday 4th April 2022

[LW/22/0017](#) - **Morrisons Supermarket, Dane Road** - Advertisement Consent Application for Installation of 2no vinyls on wall and 1no illuminated projecting signage to WMS Pharmacy for Mr Hong.

[LW/22/0234](#) - **105 North Way** - Replacement roof to existing single story rear extension for Mr and Mrs R Fowler.

[LW/22/0210](#) – **Camberley, 43 Firle Road** - Removal of existing front wooden fence and gates and replacement red brick and flint block front garden wall with 2no. adjoining metal framed electronic access gates for Mr M O’Neil.

[LW/22/0229](#) - **82 Hurdis Road, Bishopstone** - Construction of first floor extension with pitched roof over, 2no. windows to North-West elevation and 1no. window to South-West elevation (Resubmission of LW/21/0093) for Mr and Mrs Lange.

LDC Planning Applications received in week commencing Monday 11th April 2022

[LW/22/0256](#) - **Avondale Hotel 4 - 5 Avondale Road** - Single storey rear extension to an existing HMO to provide 2no 1-bedroom flats for Mr N Moffett.

LDC Planning Applications received in week commencing Monday 18th April 2022

[LW/22/0260](#) - **17 Richington Way** - Single storey rear glass extension for Mr and Mrs Armstrong.

[LW/22/0241](#) - **The Seven Sisters, Alfriston Road** - Co-Op convenience store on the ground floor with 4x maisonettes (3x 2beds, 1x 3bed) above together with 4x 3 bed semi-detached dwellings to be located in the grounds around the retained building and associated car parking, ground floor of the existing building is to be extended to the rear to accommodate the back of house facilities required by the Co-Op, 10x parking spaces are

proposed to the store (including a wheel chair accessible space) and a dedicated 8x parking spaces for each dwelling, along with 4x guest spaces, making a total of 22 car parking spaces for Mr S Kelly.

[LW/22/0176](#) – **The Salts Recreation Ground** – Proposed changing rooms for Seaford Rugby Club.

[LW/22/0165](#) – **27 Heathfield Road** - Single storey front extension for Mr A Northcott-Green.
Tree Works Applications

[TW/22/0013/TPO](#) – **8 Chapel Close** - T1 - Removal of multi stemmed sycamores for Mr D Ealey.

5. [3 Homefield Road](#)

To consider report 210/21 of the Planning Officer on the Enforcement Issues at the 3 Homefield Road site (pages 6 to 7).

6. [Update Following Meeting with Lewes District Council Officers](#)

To consider report 209/21 of the Planning Officer on the outcome of the meeting with Lewes District Council Officers on 30th March 2022 (pages 8 to 10).

7. [Proposed Road Closures for Jubilee Street Parties](#)

To consider report 211/21 of the Planning Officer on applications for road closures for Jubilee street parties (pages 11 to 12).

8. [Update Report](#)

To consider report 212/21 of the Planning Officer and the schedule of recent decisions made by Lewes District Council on applications previously considered by this Committee (pages 13 to 14).

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. Attending the meeting in person.

The Town Council asks that you contact admin@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.

OR

2. Watching the recording of the meeting on the [Town Council's YouTube channel](#) , which will be uploaded after the meeting has taken place.

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.

Public Participation:

Members of the public looking to participate in the public participation section of the meeting must do so in person, by making a verbal statement during the public participation section of the meeting.

Below are some key points for public participation in the meeting:

1. Your statement should be regarding business on the agenda for that meeting.
2. You will only be able to speak at a certain point of the meeting; the Chair of the meeting will indicate when this is.
3. You do not have to state your name if you don't want 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. 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.
7. 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.
8. Members of the public should not speak at other points of the meeting.

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

Public Comments

Members of the public looking to submit comments on any item of business on the agenda can do so in writing ahead of the meeting and this will be circulated to all committee members. Comments can be submitted by email to planning@seafordtowncouncil.gov.uk or by post to the Town Council offices.

Health & Safety Measures:

While Covid restrictions are no longer mandated the Town Council wishes to stay vigilant and mindful of the health and safety of its meeting participants by upholding the requirement that you should not attend the meeting if you are displaying any Covid-19 symptoms as identified on the [NHS website](#) or symptoms of any similarly contagious illness.



Seaford Town Council

Report No:	210/21
Agenda Item No:	5
Committee:	Planning & Highways
Date:	28th April 2022
Title:	3 Homefield Road – Enforcement Issues
By:	Geoff Johnson, Planning Officer
Purpose of Report:	To update the Committee on the Enforcement problems at the 3 Homefield Road site

Recommendations
The Committee is recommended:
1.To request LDC provide regular updates on the enforcement issues.

1. Information

- 1.1 The main concern regarding enforcement at the 3 Homefield Road site is now the protection of trees on the boundary of the site with no 5.
- 1.2 The Construction and Environmental Management Plan (CEMP) has been finalised and was posted on the website on 30th March.
- 1.3 Extensive groundworks are being carried out and large piles of spoil are in place close to the boundary. This could potentially lead to pressure on the roots of the trees close to the boundary and long-term harm.
- 1.4 A tree specialist called in by the owner of no.5 has formally requested Lewes District Council to place an emergency TPO to protect the trees in question
- 1.5 The owner is claiming that the formal construction has not started and the works carried out so far are simply underpinning. The significance of this is that the terms of the CEMP only come into play from the commencement of construction.



- 1.6 The latest update from LDC Enforcement was received on 6th April. Recent inspections they have carried out indicated that the initial work was underpinning rather than implementation of the construction programme. As the CEMP has now been approved construction can now be commenced. The inspections also indicated that protective boarding had been placed to stop any soil spillage damaging the boundary hedge.
- 1.7 The hours of operation included in the CEMP have been amended and will be 0800 to 1800 Mondays to Fridays, 0830 to 1300 on Saturdays and no work on Sundays.
- 1.8 The CEMP also indicates that a Community Liaison Officer should be appointed by the contractors as a single point of contact for all liaison with the general public.
- 1.9 Complaints have been submitted to LDC by the neighbour at no.5 that no Community Liaison Officer has been appointed/notified and on tree protection issues. These are being considered by LDC.
- 1.10 STC has requested LDC provide regular updates on the situation at the site.

2. Financial Appraisal

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

3. Contact Officer

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

Planning Officer	
Town Clerk	



Seaford Town Council

Report No:	206/21
Agenda Item No:	6
Committee:	Planning & Highways
Date:	17th March 2022
Title:	Update on Meeting with Lewes District Council Planning Officers
By:	Geoff Johnson, Planning Officer
Purpose of Report:	To report back to the Committee on the recent meeting with Lewes District Council Officers

Recommendations
The Committee is recommended:
1. To note the responses from the Lewes District Council Officers to the issues discussed at the meeting on 30 th March 2022 and the changes to working practices that the District Council has confirmed.

1. Introduction

- 1.1 Members will recall that at the meeting on 10th February 2022, it was resolved to seek a meeting with Officers from Lewes District Council (LDC) to discuss the concerns over the processing and determination of recent planning applications, including the series of applications and subsequent appeals regarding the development at 3 Homefield Road.
- 1.2 Arrangements and questions to be put to the officers were discussed at this Committee's meetings on 24th February and 17th March.

2. The Meeting

- 2.1 The meeting took place on Wednesday 30th March and was attended by Cllr Liz Boorman, Vice-Chair of this Committee, the Town Clerk and Planning Officer from the Town Council's side and Ian Fitzpatrick (Director

of Planning and Regeneration) and Leigh Palmer (Head of Planning) from LDC.

2.2 The LDC officers explained:

- (a)** That LDC wanted to work closely with STC on planning matters but occasionally things will not go smoothly and it was inevitable that the two authorities will disagree on a particular application as in the case of 3 Homefield Road.
- (b)** In retrospect, LDC should have done more to report back what was going on in the Homefield Road case. In future, LDC gave an undertaking to do more to explain to STC and objectors how the process is working in the small proportion of contentious/high interest cases.
- (c)** In the case of 3 Homefield Road, a lot of what has needed to be said has already been said in response to complaints from local members and the objectors. There were problems caused in the lead up to Christmas from the Design and Conservation Officer being absent with Covid but the Officer presenting the application had gone back to her to request her to confirm her view of the application and this is what was reported to the Committee.
- (d)** Overall, the incremental reduction in the scheme gave reasons to move to approve, in particular the removal of the element on the boundary of Star House and the Conservation Area.
- (e)** It had been open to the Chair to move deferral of the application due to her concerns that not all the relevant information had been disclosed but that she must have realised, having heard the debate, that the majority of the Committee had already confirmed that they had sufficient information from both sides to enable them to make a reasoned decision.
- (f)** It was accepted that the way in which applications are presented at Committee can sometimes appear to be weighted too much towards the recommendation without sufficient acknowledgement of the objections. Where the issues are finely balanced, both sides of the argument should be fully explained. Often this is down to the style

adopted by the presenting officer. Further consideration would be given to this aspect of the process.

- (g) Private briefings were an essential factor in ensuring members were fully informed on applications prior to a meeting. A lawyer was always present to ensure there were no prejudicial comments which could be seen as 'pre-determination'.
- (h) Local Authority Planning departments were having difficulties due to lack of resources, inability to attract and retain experienced officers and competing with the higher salaries available in private practice.
- (i) There were two specific areas where concerns could be dealt with directly. Firstly, the officers would be introducing the routine disclosure of pre-application advice and secondly, would ensure that STC were notified of all appeals. The officers accepted that it was unacceptable for STC to be notified of appeals via objectors as had happened in the cases of the 3 Homefield Road and 6 Steyne Road applications.

3. Financial Appraisal

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

4. Contact Officer

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

Planning Officer	
Town Clerk	



Seaford Town Council

Report No:	211/21
Agenda Item No:	7
Committee:	Planning & Highways
Date:	28 th April 2022
Title:	Proposed Road Closures for Jubilee Street Parties
By:	Geoff Johnson, Planning Officer
Purpose of Report:	To present details of proposed road closures for the Committee to comment on

Recommendations
The Committee is recommended:
1. To consider the applications and forward any comments to Lewes District Council.

1. Information



- 1.1 Lewes District Council has received three further applications for temporary closure of local roads during the June Bank Holiday weekend as part of the Queen's Platinum Jubilee Celebrations:-
- 1.2 The applications are for :-
- 1.3 **BALMORAL CLOSE** – Saturday 4th June – 1300 to 1700
- 1.4 **HARTFIELD ROAD** – Sunday 5th June – 1400 to 2000
- 1.5 **CHURCH STREET** – (Dane Road junction to Crypt Gallery) - Sunday 5th June 1000 to 1900
- 1.6 Members are requested to consider the applications and to forward any comments to Lewes District Council.

2. Financial Appraisal

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

3. Contact Officer

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

Planning Officer	
Town Clerk	



Seaford Town Council

Report No:	212/21
Agenda Item No:	8
Committee:	Planning & Highways
Date:	28th April 2022
Title:	Update Report
By:	Geoff Johnson, Planning Officer
Purpose of Report:	To notify the Committee of decisions taken by Lewes District Council on applications previously considered by the Committee

Recommendations

The Committee is recommended:

1. To note the report and the decisions.

1. Information

- 1.1 The attached schedule lists the decisions taken by Lewes District Council since the last Committee meeting on applications previously considered by this Committee.
- 1.2 The Committee is recommended to note the report and the decisions set out in the Schedule.

2. Financial Appraisal

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

3. Contact Officer

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

Planning Officer	
Town Clerk	

Report 212-21 Appendix A

SCHEDULE OF DECISIONS TAKEN BY LEWES DISTRICT COUNCIL SINCE THE COMMITTEE'S LAST MEETING ON 7th APRIL

Approvals – No Objections from STC

LW/22/0133 – 38 St Andrews Drive Bishopstone - Single storey front/side extension.

LW/22/0128 – 53 Micklefield Way - Single storey rear extension.

LW/22/0125 – 22 North Way - Garage conversion to form bedroom with ensuite.

LW/22/0107 – 82 Chichester Road - Single storey rear extension.

LW/22/0102 – 18 Landsdown Road - Single storey rear extension.

LW/22/0094 – St Peters Parish Church, Blatchington Hill - Installation of railings and handrails around the steps leading to the Vestry and Church Hall at low level.

LW/22/0096 – 21 Grosvenor Road - Installation of railings and handrails around the steps leading to the Vestry and Church Hall at low level.

LW/22/0042 – 12 Vale Road - Single storey rear extension with 1no rooflight and erection of front porch.

LW/22/0020 – 3 Green Walk - Removal of existing conservatory and replacement single storey rear extension with crown roof, rooflight, 3no. rear windows and patio doors to side access.

Approvals – Objection from STC

None

Refusals – Objection from STC

None

Refusals – No Objection from STC

None