



Seaford Town Council

Seaford Town Council Planning & Highways Agenda – 11th August 2022

To the Members of the Planning & Highways Committee

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

A meeting of the **Planning & Highways Committee** will be held at the **Council Chambers, 37 Church Street, Seaford, BN25 1HG** on **Thursday 11th August 2022** at **7.00pm**, which you are summoned to attend.

Adam Chugg

Town Clerk

4th August 2022

- **Public attendance at this meeting will be limited to 28 due to the size of the meeting, so public will need to register to guarantee a place**
- **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 Applications received week commencing Monday 18th July 2022

[LW/22/0275](#) – **Seaford Head Lower School, Steyne Road** - Replacement of existing boundaries with fence to improve safeguarding measures.

LDC Planning Applications received week commencing 25th July 2022

[LW/22/0276](#) – **Saxon Lodge, Saxon Lane** – Listed Building Consent Application – Remove and rebuild part of garden wall.

[LW/22/0497](#) – **21 Sandore Road** – Single storey side extension, installation of solar panel array and Julie balcony to rear with associated soft/hard landscaping.

[LW/22/0502](#) – **14 Grosvenor Road** – Single storey rear extension with roof lantern and raised patio steps.

[LW/22/0486](#) – **29 Richington Way** – Installation of a front dormer and rear dormer.

[LW/22/0476](#) – **18 Dukes Close** – Single storey rear extension with 2 x roof lanterns.

Tree Works Applications

[TW/22/0059/TPO](#) – **15 Barn Close** – Trees: Sycamore trees T1 and T2 next to south-west boundary fence of 15 Barn Close.

Works: Reduce canopy back to previous pruning points – up to 30% only.

Reason for Works: To allow more light into the dwelling.

[TW/22/0054/TCA](#) – **Russet House, 46 Firle Road** – Five sycamore trees of over 10 metres. Two are causing damage to the party wall in garden and one is severely overhanging the road. Some branches will need to be removed. Density reduction of 30-50% required for all five trees and lifting of lower crown (as advised by Tree Surgeon).

5. [Seaford Neighbourhood Plan Review Process](#)

To consider report 65/22 of the Planning Officer on the process of reviewing a neighbourhood plan and the current situation regarding a possible review of the Seaford Neighbourhood Plan (pages 5 to 8).

6. [Update Report](#)

To consider report 64/22 of the Planning Officer and the schedule of recent decisions made by Lewes District Council on applications previously considered by this Committee (pages 9 to 10).

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

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.

Please note that the front door of the building will be locked at 7.00pm and remain locked during the meeting for security reasons. As such, if you arrive after this time, you will not be able to access the meeting.

When members of the public are looking to leave, they must be escorted out of the building by a Town Council officer. There is also a signposted back door which can be exited through if required.

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 (or have tested positive) as identified on the [NHS website](#) or symptoms of any similarly contagious illness.



Seaford Town Council

Report No:	65/22
Agenda Item No:	5
Committee:	Planning & Highways
Date:	11th August 2022
Title:	Seaford Neighbourhood Plan Review Process
By:	Geoff Johnson, Planning Officer
Purpose of Report:	To inform the Committee of the current situation with regard to a possible review of the Seaford Neighbourhood Plan

Recommendations
The Committee is recommended:
<ol style="list-style-type: none">1. To note the contents of the report.2. To note that it is still too early to consider formally reappointing a steering group to deal with a review of the current Seaford Neighbourhood Plan and to start the review process. However, the progress of the Lewes Local Plan will be closely monitored and a further report be made to this Committee once the submission draft of the Lewes Local Plan is published and the national policy background has become clearer.

1. Introduction

- 1.1 The Seaford Neighbourhood Plan was adopted in February 2020. In the 30 months since its adoption, it has played an important role in informing responses made to local Planning Applications.

2. Reasons for Review

- 2.1 There are no fixed rules regarding the timing of a review of a neighbourhood plan, although they are normally carried out at least 4-5 years after adoption of the original plan.
- 2.2 The factors to be taken into account on a review are (inter alia) :-

- (a) Changes in the Local Plan since adoption
- (b) Changes in National Planning Policy
- (c) Any recent 'call for sites' in connection with the review or preparation of a Local Plan
- (d) Responses to consultation on preferred options as a basis for a Local Plan
- (e) Any local surveys carried out i.e. housing need, call for sites
- (f) Any outstanding allocations not yet taken up from the original plan.

3. Review Procedures

3.1 There are three types of modification which can be made to a neighbourhood plan or order. The process applied will depend on the degree of change which the modification involves. The three processes are as follows:

- (a) minor (non-material) modifications to a neighbourhood plan or order which would not materially affect the policies in the plan or permission granted by the order. These may include correcting errors, such as a reference to a supporting document, and would not require examination or a referendum; or
- (b) material modifications which do not change the nature of the plan or order and which would require examination but not a referendum. This might, for example, entail the addition of a design code that builds on a pre-existing design policy, or the addition of a site or sites which, subject to the decision of the independent examiner, are not so significant or substantial as to change the nature of the plan; or
- (c) material modifications which do change the nature of the plan or order would require examination and a referendum. This might, for example, involve allocating significant new sites for development.

4. Local and National Background

- 4.1** For any neighbourhood plan or neighbourhood plan review in any district, there has to conformity with the Local Plan.
- 4.2** The Lewes Local Plan Part 1 (2016) is in the process of being reviewed
- 4.3** The new Lewes Local Plan will provide an up-to-date strategic policy framework for local communities that are preparing or reviewing a neighbourhood plan. It will set out a strategy for the pattern and scale of

new development within the plan area and identify a housing delivery requirement for each designated neighbourhood area outside of the National Park.

- 4.4** Currently the crucial national policies and issues which would normally influence the form and content of the local plan/neighbourhood plan review are unclear.
- 4.5** Lewes District Council is in the process of drawing up a submission draft of the Lewes Local Plan following the response to the issues and options consultation last year. The work is being carried out against an uncertain background, with local planning authorities still waiting for clarification on proposed reforms to the form of local plans and procedures for adoption, and targets on house building and housing delivery.
- 4.6** The Planning Bill - which was published in May this year following a long period of controversy over proposed sweeping planning reforms - is still before Parliament. However, the minister closely responsible for drawing up and promoting the Bill is no longer in post. Various pledges have been made on future planning reforms but, with the pending change of Government and the continuing acute political sensitivity of housing targets and other important planning issues, it may be some time before proposals are formulated and legislated.
- 4.7** In the meantime, until the situation becomes clearer and delivery requirements and allocations are fixed, there is little that Seaford can do to prepare the ground for a neighbourhood plan review other than to give informal consideration what any future review could cover e.g. possible additions to the schedule of designated Conservation Areas, Areas of Existing Character and/or designated local green spaces. Consideration could also be given to housing policies to e.g. regulating the type and mix of new housing.

5. Conclusion

- 5.1** It is still too early to consider formally reappointing a steering group to deal with a review of the current Seaford Neighbourhood Plan and to start the review process. However, the progress of the Lewes Local Plan will be closely monitored and a further report be made to this Committee once the

submission draft of the Lewes Local Plan is published and the national policy background has become clearer.

6. Financial Appraisal

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

7. Contact Officer

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

Planning Officer	
Town Clerk	



Seaford Town Council

Report No:	64/22
Agenda Item No:	6
Committee:	Planning & Highways
Date:	11th August 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

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

Planning Officer	
Town Clerk	

Report 64-22 Appendix A

SCHEDULE OF DECISIONS TAKEN BY LEWES DISTRICT COUNCIL SINCE THE COMMITTEE'S LAST MEETING ON 21st JULY 2022

Approvals – No Objections from STC

LW/22/0384 – 36 DOWNSVIEW ROAD – Dormer at side

LW/22/0367 – 14 MASON ROAD – Replacement of rear conservatory with single storey rear extension with roof lantern

LW/22/0345 – 67 SALTWOOD ROAD – Single storey rear extension with flat roof

LW/22/0326 – 15 HAWTH CRESCENT – Single storey rear extension

LW/22/0314 – 3 HOMEFIELD ROAD – Single storey front extension

Approvals – Objections from STC

LW/22/0357 – 8 QUEENSWAY – Two storey side extension

(Reason for Approval: It was considered that the reduction in height of 0.3m and setting back by 0.35m was sufficient to overcome STC's objections)

Refused – Objection from STC

LW/22/0358 – 42 ROOKERY WAY – Prior approval of enlargement of house by an additional storey

(Reasons for Prior Approval: Incongruous and unsympathetic visual feature within the setting of the National Park. Unsympathetic to character of surrounding area)