



Seaford Town Council

Seaford Town Council Planning & Highways Agenda – Thursday 4th April 2024

To the Members of the Planning & Highways Committee

Councillors L Wallraven (Chair), L Boorman (Vice Chair), R Buchanan, R Clay, O Honeyman, R Honeyman and S Markwell.

A meeting of the **Planning & Highways Committee** will be held at the **Council Chambers, 37 Church Street, Seaford BN25 1HG** on **Thursday 4th April 2024** at **7.00pm**, which you are summoned to attend.

Adam Chugg

Town Clerk

27th March 2024

- **Public attendance at this meeting will be limited 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 – For Comment

The planning and/or tree works applications for the Committee to consider and comment on as a statutory consultee are as follows:

Lewes District Council Planning Applications received in week commencing Monday 4th March 2024

[LW/24/0174](#) – **Cuckmere Cottage, Cuckmere Road** - Single storey rear extension, side store, loft conversion and replace rear pool house for C Pellatt.

Lewes District Council Planning Applications received in week commencing Monday 11th March 2024

[LW/24/0084](#) – **72 Katherine Way** - Section 73A retrospective application for timber decking and associated landscaping at the existing rear garden for Mr & Mrs R and M Bishop.

[LW/24/0180](#) – **3 Regents Close** - Installation of rear dormer to create first floor living space, addition of 3no. rooflights on existing roof, extension to existing driveway, alterations to fenestration at all elevations, and alterations to external wall materials for D Pye.

[LW/24/0201](#) – **24 Sutton Road** - Change of use from retail (Class E) to residential (Class C3) for Mrs E Roberts.

Lewes District Council Planning Applications received in week commencing Monday 18th March 2024

[LW/24/0205](#) - **Land at rear of 12 Clementine Avenue** - Two storey split level dwelling for Mr P Duffy.

Lewes District Council Planning Applications received in week commencing Monday 25th March 2024

[LW/24/0152](#) - **10 Lullington Close** - Erection of detached front garage for R Van Ewyk
Tree Works Applications

[TW/24/0029/TPO](#) – **11 Barcombe Avenue** - T1 - Holm Oak - Crown reduction of approx 2m
T2 - Holm Oak - Crown reduction of approx 2m for Mr G Durnford.

5. East Sussex County Council's Parking Standards Review for New Developments

To consider report 201/23 of the Planning Officer informing the Committee of East Sussex County Council's approved new guidance for parking standards at new residential and non-residential developments (pages 6 to 7).

6. Update Report

To consider report 200/23 on the Lewes District Council decisions received since the last meeting on applications previously considered by the Committee (pages 8 to 9).

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: meetings@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 meetings@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 6.45pm 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:	201/23
Agenda Item No:	5
Committee:	Planning & Highways
Date:	4 th April 2024
Title:	East Sussex County Council's Parking Standards Review for New Developments
By:	Geoff Johnson, Planning Officer
Purpose of Report:	To inform the Committee of East Sussex County Council's approved new guidance for parking standards at new residential and non-residential developments

Recommendations

The Committee is recommended:

1. To note the contents of the report.

1. Information

- 1.1 The purpose of the new guidance is 'to help to ensure that there is sufficient parking provision to accommodate an agreed level of demand whilst exploiting the potential for sustainable travel and minimising adverse effects on highway safety'.
- 1.2 The new guidance document can be found on the link below;
[Branded report template \(eastsussex.gov.uk\)](https://www.eastsussex.gov.uk)
- 1.3 The National Planning Policy Framework advises local highway authorities that setting parking standards has to take into account various issues including :-
 - a. the accessibility of the development;
 - b. the type, mix and use of development;
 - c. the availability of and opportunities for public transport;

- d. local car ownership levels; and
- e. the need to ensure an adequate provision of spaces for charging plug-in and other ultra-low emission vehicles.

1.4 The principal change in the guidance is a revised 'calculation tool' to forecast the predicted parking demand that reflects the location of the development, the housing to be delivered and the way that parking is provided.

1.5 The County Council states that application of the guidance will ensure that the right type and amount of all forms of parking for new development is provided. This will mean that the right balance is struck between meeting parking demand whilst exploiting the potential for sustainable travel and minimising adverse effects on highway safety. The guidance will be kept under review and carefully monitored to ensure that it meets these objectives and remains effective.

2. Financial Appraisal

2.1 There are no direct financial implications of this report.

3. Contact Officer

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



Seaford Town Council

Report No:	200/23
Agenda Item No:	6
Committee:	Planning & Highways
Date:	4th April 2024
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 set out in the Schedule.

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 the Committee.

2. Financial Appraisal

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

3. Contact Officer

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

Report 200/23 Appendix A

Schedule of Lewes District Councils Decisions received since the Committee's last meeting on 14th March 2024

Approvals – No Objections from Seaford Town Council

LW/24/0046 - 10 Salisbury Road - Erection of single storey rear extension.

LW/24/0037 – 133 North Way - Section 73A retrospective application for 5no. suntube skylights.

LW/24/0015 - The Seven Sisters Alfriston Road - Installation of 1No. steel door, 1No. protection handrail with low height access gate, 2No. ramraid bollards and 1No. brick infill area.

LW/24/0007 - 29 Sutton Avenue Seaford - Erection of single storey rear extension, new pitched roof over existing rear extension and alterations to fenestration |

LW/23/0664 - 1 Hawth Close - Single storey second floor rear extension with Juliette balcony over existing flat roof extension, installation of solar panels to roof, addition of window to side elevation, conversion of internal garage and creation of 2no parking spaces.

Approvals – Objection from Seaford Town Council

LW/23/0723 - 18 Clinton Place - Installation of 1no. non-illuminated wall-mounted advertising billboard.

Tree Works Application Approved - No Seaford Town Council Objections

TW/24/0012/TPO - 2 Salisbury Court, Salisbury Road - T1 - Sycamore - Crown reduction of 3.5m.

TW/24/0014/TPO - 7 Ladycross Close - T1 - Ash - Pruning and removal of branches.

TW/24/0009/TCA - 9 Croft Lane - T1 - Sycamore - Fell

Appeal Decision

TW/21/0048/TPO – Martello Cottage Bramber Lane - Appeal reason: “I am applying to fell the tree to the ground. The tree is extremely dangerous having grown very tall and being in a wind tunnel from the sea winds. The tree overhangs a public park and the road (Crooked Lane) and footpath where school children walk every day to Seaford Head School from the town.”

Appeal Dismissed – Full Decision on link: [Heading 9 \(lewes-eastbourne.gov.uk\)](https://www.lewes-eastbourne.gov.uk)