



Seaford Town Council

Seaford Town Council Planning & Highways Agenda – Thursday 28th September 2023

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 in the **Council
Chambers, 37 Church Street, Seaford, BN25 1HG** on **Thursday 28th
September 2023** at 7.00pm, which you are summoned to attend.

Adam Chugg

Town Clerk

22nd September 2023

- **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 28th August 2023

[LW/23/0514](#) - 56 Rookery Way Bishopstone - Replacement single storey front extension and alterations to front access for Mr S Plume.

[LW/23/0556](#) - 27 Cornfield Road - Conversion of dwelling into ground floor and first floor separate units with fenestration alterations for Mr E Jones.

Lewes District Council Planning Applications received in week commencing Monday 4th September 2023

[LW/23/0535](#) - 23 Crown Hill - Alterations to fenestration on rear and side elevation and addition of flat roof with rooflights for Mr & Mrs Maynard.

[LW/23/0537](#) - 49 Cuckmere Road - Demolition of existing rear conservatory, two storey rear extension, alterations to fenestration and reduction in size of existing detached garage to rear for Mr & Mrs Snelgrove and Harrison.

Lewes District Council Planning Applications received in week commencing Monday 11th September 2023

[LW/23/0539](#) - 11 Ringmer Road - Render to all elevations of a block of flats for Ms E Woodhouse.

[LW/23/0215](#) - 37 Chyngton Way - Removal of existing front porch, erection of single storey front extension for Dr T Anderson.

Lewes District Council Planning Applications received in week commencing Monday 18th September 2023

[LW/23/0564](#) – 16 Jevington Drive - Two storey side extension for Mr P Wilson.

Tree Works Applications

[TW/23/0079/TPO](#) - The Coach House Saxon Lane - T1 - Sycamore - Crown reduce by approx. 2.5m and shape with removal of all arising. T2 - Sycamore - Crown reduce by approx. 2.5m and shape with removal of all arising.

5. [Update Report](#)

To consider report 81/23 reporting on decisions taken by Lewes District Council since the last meeting on applications previously considered by the Committee (pages 6 to 7).

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:	81/23
Agenda Item No:	5
Committee:	Planning & Highways
Date:	28 th September 2023
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.

Schedule of Lewes District Council Decisions Received since the Committees Last Meeting on 7th September 2023

Approved by Lewes District Council – No objection from Seaford Town Council

LW/23/0406 – 14 Balmoral Close - Single storey extensions at side and rear elevations, loft conversion with rear dormer and removal of detached garage at rear

LW/23/0352 – 21 The Steyne, Steyne Road - Garage conversion and external rendering to existing dwelling

Geoff Johnson
Planning Officer

21st September 2023