



Seaford Town Council Planning & Highways Agenda – Thursday 3rd April 2025

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 J Lord.

A meeting of the **Planning & Highways Committee** will be held at **Council Chambers, 37 Church Street, Seaford, BN25 1HG** on **Thursday 3rd April 2025** at **7.00pm**, which you are summoned to attend.

A handwritten signature in blue ink, appearing to be "SQ", is located to the right of the meeting details.

Steve Quayle
Interim Town Clerk
26th March 2025

PLEASE NOTE:

- **PUBLIC ARRIVAL TIME IS BETWEEN 6.45PM – 6.55PM, AFTER WHICH THE FRONT DOOR WILL BE LOCKED AND PUBLIC WILL NOT BE ABLE TO GAIN ACCESS TO THE MEETING**
- 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:

Planning Applications received in week commencing Monday 23rd December 2024

(Missed off previous agenda as incorrectly dated on Planning Portal – LDC has extended consultation to 4th April 2025)

LW/24/0817 – 51 - 53 Blatchington Road – Outline application for the demolition of existing garages/workshops, erection of 5 no. two bed & 1 no. one bed terraced houses, and conversion/redevelopment of 51-53 Blatchington Road to form two 2 bed houses and one 1 bed house for Mr G Ori.

Planning Applications received in week commencing Monday 10th February 2025

LW/25/0041 – Mercread Youth Centre, Mercread Road – Installation of bike rack with 5 hoops to front and installation of an air source heat pump to rear for Mrs G Mcfarlane.

Planning Applications received in week commencing Monday 3rd March 2025

LW/25/0088 – 66 Homefield Road - Erection of porch at side elevation, addition of 1no. dormer at front, 1no. dormer and 1no. Juliet balcony at rear, addition of painted render finish at ground-floor level, moving front door to the side for D Reed.

Planning Applications received in week commencing Monday 10th March 2025

LW/25/0112 – Chesterton, 1 Chyngton Gardens - Erection of 1No. dwelling for Mrs Hayes.

Tree Works Applications

TW/25/0023/TPO – 7 Chapel Close – T1 - Sycamore - Reduce and reshape crowns by approximately 2.5-3.0 metres, crown thin by 10% and remove internal epicormic growth; T2 - Sycamore - Reduce and reshape crowns by approximately 2.5-3.0 metres, crown thin by 10% and remove internal epicormic growth; T3 - Sycamore - Reduce and reshape crowns by approximately 2.5-3.0 metres, crown thin by 10% and remove internal epicormic growth;

T4 - Sycamore - Reduce and reshape crowns by approximately 2.5-3.0 metres, crown thin by 10% and remove internal epicormic growth; for Mrs Adams.

TW/25/0025/TPO - 2 Elm Close – T1 - Holm Oak - Removal of low limb over lane, reduce and reshape crown beyond last pruning points by up to 2m (by approx 2m); T2 - Holm Oak - front garden - multi stemmed - reduce and reshape by up to 2 metres beyond last pruning points (by approximately 2 metres); Part of a cyclical pruning regime to keep trees at a reasonable size of the garden; for Mrs J Rough.

5. Road Closure Application – Cricketfield Road Residents

To consider report 206/24 presenting details of a proposed road closure application for Cricketfield Road Residents for the Committee to consider and comment (pages 6 to 7).

6. Rights of Way Access Plan - Parish and Town Council Survey

To consider report 207/24 presenting details of a survey being conducted by East Sussex County Council ahead of its review of the Rights of Way Improvement Plan for the Committee to consider its response to the survey (pages 8 to 18).

7. Update Report

To consider report 197/24 on the Lewes District Council decisions received since the last meeting on applications previously considered by the Committee (pages 19 to 20).

AGENDA NOTES

For further information about items on this Agenda please contact:

Steve Quayle, Interim Town Clerk, 37 Church Street, Seaford, East Sussex, BN25 1HG

Email: meetings@seafordtowncouncil.gov.uk

Telephone: 01323 894 870

Circulation:

All Town Councillors 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 between 6.45 – 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 (or have tested positive) as identified on the [NHS website](#) or symptoms of any similarly contagious illness.



Report No:	206/24
Agenda Item No:	5
Committee:	Planning & Highways
Date:	3rd April 2025
Title:	Road Closure Application – Cricketfield Road Residents
By:	Isabelle Mouland, Assistant Town Clerk
Purpose of Report:	To present details of a proposed road closure application from Cricketfield Road Residents for a VE Day Celebration and for this Committee to consider and comment.

Actions

The Committee is advised:

1. To consider the road closure application.
2. To move to a vote on the motions below.

Recommendations

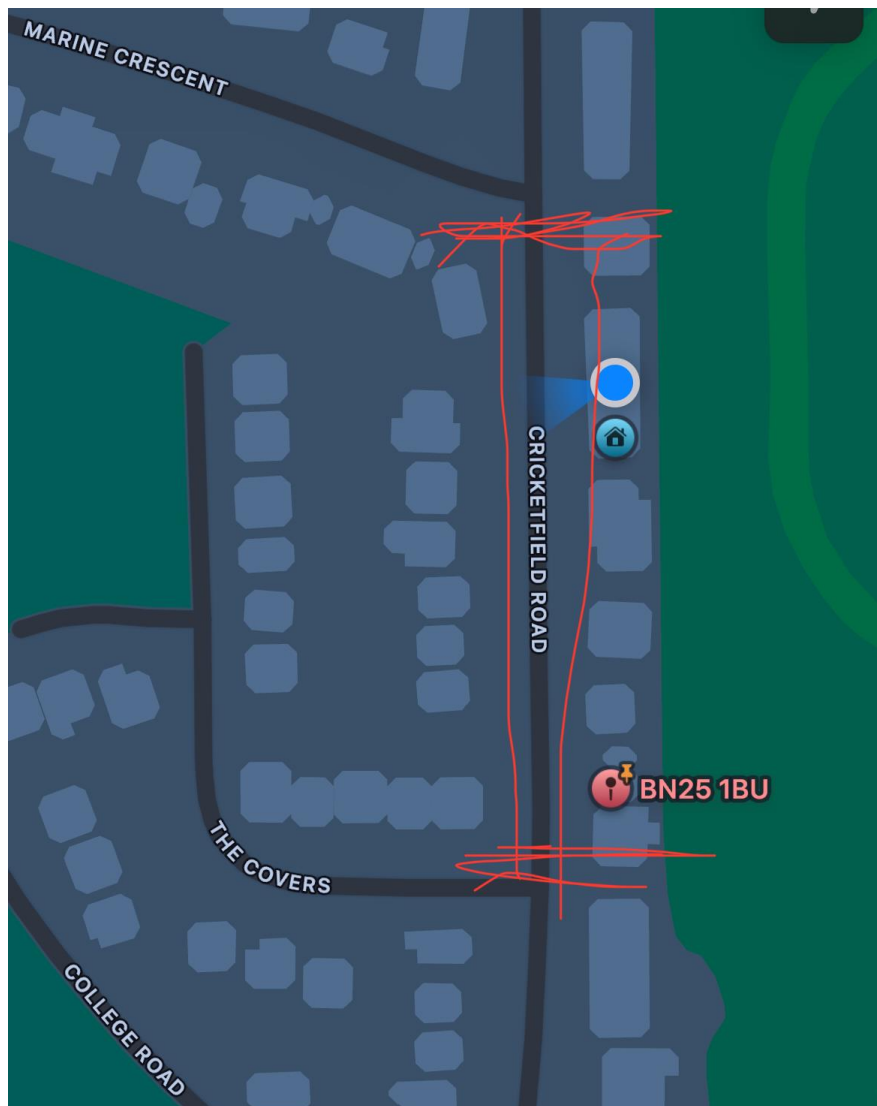
The Committee is recommended:

1. To note the contents of the report.
2. To consider any comments it may wish to forward to Lewes District Council on these applications.

1. Information

- 1.1 Lewes District Council has received an application for the temporary closure of Cricketfield Road from the junction of Marine Crescent to the junction of The Covers on Monday 5th May 2025.
- 1.2 The period covered by the proposed closure is 10am-9pm on Monday 5th May 2025.

- 1.3 The event planned is described as a 'VE 80th Anniversary Street Party'.
- 1.4 An image of the requested closure was submitted with the application and can be found below:



- 1.5 The Committee is requested to note the contents of the report and consider any comments it may wish to forward to Lewes District Council on this application.

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 Isabelle Mouland, Assistant Town Clerk.



Report No:	207/24
Agenda Item No:	6
Committee:	Planning & Highways
Date:	3rd April 2025
Title:	Rights of Way Access Plan - Parish and Town Council Survey
By:	Isabelle Mouland, Assistant Town Clerk
Purpose of Report:	To present details of East Sussex County Council's parish and town council survey, ahead of its review of its Rights of Way Improvement Plan, for the Committee to consider its response to the survey.

Actions

The Committee is advised:

1. To consider East Sussex County Council's work to produce a Right of Way Access Plan and the parish and town council survey.
2. To move to a vote on the motions below.

Recommendations

The Committee is recommended:

1. To note the contents of the report.
2. To consider its response to the Rights of Way Access Plan - Parish and Town Council Survey, instructing the Assistant Town Clerk to submit the response.

1. Information

- 1.1 East Sussex County Council (ESCC) has issued a survey to parish and town councils regarding Rights of Way (ROW) titled: Rights of Way Access Plan - Parish and Town Council Survey.

- 1.2 ESCC is responsible for around 2,000 miles (3218 km) of public ROW, both in the countryside and urban areas.
- 1.3 ESCC has said that it recognises ROW as important for enjoying and exploring, for travelling to work or school and for health and wellbeing.
- 1.4 A public right of way is a path that anyone, by law, has the right to use. There are four types:
 - a) Footpaths for walking, mobility scooters or powered wheelchairs
 - b) Bridleways for walking, horse riding, cycling, mobility scooters or powered wheelchairs
 - c) Restricted byways for walking, horse riding, cycling, mobility scooters or powered wheelchairs and horse-drawn carriages.
 - d) Byways for all modes including motorised vehicles
- 1.5 Every council that is responsible for public ROW must have a Rights of Way Improvement Plan (ROWIP). This sets out how public ROW meet the needs of the public, now and in the future.
- 1.6 ESCC's current ROWIP dates from 2007 and needs to be reviewed. The new plan will be called the Rights of Way Access Plan (ROWAP).
- 1.7 ESCC would like to hear parish and town council views on public ROW such as their importance, experiences, and to feedback on what priorities should be considered to help the development of its ROWAP.
- 1.8 The new ROWAP will be produced in 2025 and when finalised and approved by ESCC will be published on ESCC's website.
- 1.9 This report presents the survey for the Committee to consider its response.

2. ROWAP – Parish and Town Council Survey

- 2.1 The survey can be found at Appendix A.
- 2.2 Officers have suggested responses within the survey where these are known. Committee is also asked to formulate its response to several questions that are more subjective rather than factual. These are as follows:
 - (a) Question 8, survey page 3
 - (b) Question 10, survey page 4
 - (c) Question 11, survey page 5
 - (d) Question 12, survey page 5
 - (e) Question 17, survey page 7

(f) Question 18, survey page 7

(g) Question 19, survey page 8

2.3 A map of ROW can be found on the ESCC website here - [Online rights of way map | East Sussex County Council](#) .

2.4 There are number of ROWs within Seaford. Those on Town Council land (in full or in part) are set out in the response to question 6 of the survey. The Committee will however also have to give thought to the other ROW across the town, with many of these recognised as well-known and well-used access routes.

3. Financial Appraisal

3.1 There are no direct financial implications of this report.

4. Contact Officer

4.1 The Contact Officer for this report is Isabelle Mouland, Assistant Town Clerk.

Report 207/24 Appendix A

Rights of Way Access Plan - Parish and Town Council Survey

1. Please enter the name of the town or parish council you are replying on behalf of:

Seaford Town Council

2. Please provide your name.

Isabelle Mouland

3. Please provide your contact details in case we need to get in touch with you. This could be an email address or a phone number.

admin@seafordtowncouncil.gov.uk

4. In what capacity are you representing the parish or town council (choose all that apply). Note – this should be the official response of the council.

- ☐ Parish or town clerk
- ☐ Chair
- ☐ Parish or town councillor
- ☐ Footpaths / access warden
- ☒ Other (please specify)

Assistant Town Clerk / Clerk to the Planning & Highways Committee

5. Does your parish have a public rights of way officer, warden or other representative? Please select only one item

- ☐ Yes. If yes, please provide further details in the text box below.
- ☒ No

6. Do you carry out or pay for any maintenance work on public rights of way in your parish? Please select only one item.

- ☒ Yes. (If yes, please provide further details below.)
- ☐ No

The following rights of way are on Town Council land:

SEA/22/1
SEA/23/1
SEA/24/1
SEA/26/1 (part)
SEA/37/1
SEA/49/1
SEA/50/1 (not ROW but gate is Town Council's)
SEA/71/1
SEA/2/2
SEA/13/2
SEA/22/2
SEA/23/2

SEA/26/2 (part)
SEA/22/3
SEA/23/3 (part)
SEA/LF036/1 (part)

7. Do you have volunteers who help with the maintenance and improvement of public rights of way in your area? Please select only one item.

☐ **Yes. If yes, please provide more detail below.**

☐ No

If yes, please provide further details on what work your volunteers carry out. Please provide an estimate of how many work days volunteers contribute to works on public rights of way.

The Town Council does not have volunteer groups designated to the maintenance and improvement of rights of way. However, there are a number of volunteer groups who may occasionally carry out maintenance works that include rights of way – these can be volunteers working with other authorities (such as South Downs National Park Authority and Sussex Wildlife Trust) but also established groups, such as the East Blatchington Pond Society.

COMMITTEE TO CONSIDER A RESPONSE TO QUESTION 8 BELOW

8. If you do not already have a volunteer group in your area, would you be interested in setting up a group to maintain public rights of way in your Parish? Please select only one item.

☐ Yes

☐ No

9. Does your council promote any routes? Please select only one item.

☐ **Yes. If yes, please provide more detail or a link to your promoted routes in the text box below.**

☐ No

The Town Council promotes its seafront (including SEA/37/1), the Vanguard Way (SEA/23/1), High & Over (SEA/LF036/1) and South Hill Barn to Cuckmere route (SEA/22/2, SEA/22/3, SEA/24/1, SEA/23/3).

Public rights of way in your area

COMMITTEE TO CONSIDER A RESPONSE TO QUESTION 10 BELOW

10. How satisfied are you with the following aspects of public rights of way in your parish?

	Very dissatisfied	Dissatisfied	Neither satisfied nor dissatisfied	Satisfied	Very satisfied
Vegetation clearance (paths are not overgrown)					
Reinstatement and clearance of paths through crops					
Waymarking of routes – the directional signing along routes					
Fingerposts at the end of public rights of way where the route leaves the road					
The condition of stiles and gates					
The condition of timber bridges					
Surface condition					
Accessibility for less mobile users					
Paths being free from obstructions (not including crops)					

COMMITTEE TO CONSIDER A RESPONSE TO QUESTION 11 BELOW

11. To what extent do you agree or disagree with the following statements? The public rights of way network in our parish/town is:

	Strongly disagree	Disagree	Neither agree nor disagree	Agree	Strongly Agree
An important asset for residents in our parish					
Important to support the health and well-being of residents in our parish					
Important for travelling to work and school					
Important for enjoying and exploring nature					
Important for tourism and the visitor economy					

COMMITTEE TO CONSIDER A RESPONSE TO QUESTION 12 BELOW

12. Do you feel that over the last 10 years the general condition of public rights of way in your parish or town has:

- ☐ Improved
- ☐ Stayed the same
- ☐ Declined
- ☐ Not sure / don't know

Please provide reasons for your answer below.

Reporting PROW Issues

13. Have you reported a public rights of way issue to East Sussex County Council in the past 12 months?

☐ Yes

☒ **No**

14. How did you report the problem? Please tick all that apply. **NOT APPLICABLE**

- ☐ Through East Sussex County Council's online Rights of Way Map
- ☐ Through East Sussex County Council's Highways Contact Centre via phone
- ☐ Directly to the Rights of Way & Countryside Team's email address/inbox
- ☐ Other: Please specify below

Service When Reporting Issues

15. How would you rate the service of East Sussex County Council when you reported an issue? **NOT APPLICABLE**

	Very poor	Poor	Neutral	Good	Very good	Not applicable
Ease of reporting the issue by phone						
Ease of reporting the issue via email						
Ease of reporting the issue via online map						
Ease of tracking the progress of your report						
Overall service you received						

16. How could we have improved your experience of reporting a problem on a public right of way? **NOT APPLICABLE**

Priorities

COMMITTEE TO CONSIDER A RESPONSE TO QUESTION 17 BELOW

17. We aim to provide a public rights of way network that serves the needs of East Sussex County residents. To do this, we may need to prioritise where we spend our available budget while delivering on our responsibilities under (within) the law. In your opinion how important are each of the following:

	Not at all important	Of little importance	Neither important nor unimportant	Important	Very important
Maintaining the current public rights of way network					
Protecting and improving the public rights of way network through changes due to development and major infrastructure projects					
Improving access for those living with disabilities					
Improving access for people to improve their health and well-being					
Improving public rights of way for commuting, to work, school or other facilities					

Are there other areas which you think should be a priority?

COMMITTEE TO CONSIDER A RESPONSE TO QUESTION 18 BELOW

18. Do you have any additional comments which will help us to draft the Rights of Way Access Plan?

COMMITTEE TO CONSIDER A RESPONSE TO QUESTION 19 BELOW

19. **Please tell us of any specific public right of way issues or improvements in your parish. Please provide route numbers (if possible) and/or a precise description of the location of the route.** Continue separately if necessary and email to esccrowap@blackwoodbayne.co.uk or ESCCR0WAP@eastsussex.gov.uk

DRAFT



Report No:	197/24
Agenda Item No:	7
Committee:	Planning & Highways
Date:	3rd April 2025
Title:	Update Report
By:	Isabelle Mouland, Assistant Town Clerk
Purpose of Report:	To notify the Committee of decisions taken by Lewes District Council and the South Downs National Park Authority on applications previously considered by the Committee

Actions

The Committee is advised:

1. To consider the contents of the report.
2. To move to a vote on the motions below.

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 Isabelle Mouland, Assistant Town Clerk.

Report 197/24 Appendix A

Schedule of Lewes District Councils Decisions received since the Committee's last meeting on 13th March 2025

Approvals – No Objections from Seaford Town Council

LW/24/0800 – 53 Kingsmead – First floor front extension.

LW/24/0792 – 4 Salisbury Road – Single storey side extension, and replacement roof and alterations to fenestration of existing conservatory.

LW/25/0019 – 25 Beacon Road – Addition of front porch.

Approvals - Objection from Seaford Town Council

None at the point of writing.

Refusals – No Objection from Seaford Town Council

None at the point of writing.

Refusals – Objection from Seaford Town Council

None at the point of writing.

Tree Works Applications

None at the point of writing.

Appeals

None at the point of writing.

Withdrawn Applications

None at the point of writing.