



Seaford Town Council Planning & Highways Agenda – Tuesday 4th February 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 **The View, Seaford Head Golf Course, Southdown Road, Seaford, BN25 4JS** on **Tuesday 4th February 2025** at **7.00pm**, which you are summoned to attend.

A handwritten signature in blue ink, appearing to be 'SQ'.

Steve Quayle
Interim Town Clerk
29th January 2025

PLEASE NOTE:

- **This meeting is taking place at The View at Seaford Head Golf Course**
- **Public arrival time is between 6.45pm – 6.55pm**
- **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. [Lewes District Local Plan Consultation – Introduction](#)

To consider report 162/24 introducing the Lewes District Local Plan consultation (pages 6 to 8).

5. 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 30th December

[LW/24/0801](#) - **11 Park Road** - Conversion of existing garage and addition of single storey rear extension to form annexe for Mr & Mrs I Nebbitt.

Planning Applications received in week commencing Monday 6th January

[LW/24/0776](#) - **Blocks 3 & 4 The Boundary** - Application of a silicone render system to external brickwork on all elevations of flats for Ms E Woodhouse.

[LW/24/0780](#) – **Seaford Head Lower School** - Stabilisation works to the embankment situated adjacent to the Steyne Road boundary, involving the removal of existing vegetation, benching the existing sloped into 450mm steps, backfilling in 150mm layers with crushed boundary wall and soil to achieve a slope angle of 30-35degrees and installation of an erosion control mat, 150mm top soil and grass seed for Ms S Laidlaw.

[LW/25/0002](#) – **Thrift Cottage, Edinburgh Road** - Application for a Single storey rear extension and alterations to side window for Mr & Mrs Brown.

Planning Applications received in week commencing Monday 13th January

[LW/24/0800](#) – **53 Kingsmead** - Application for a first floor front extension for Mr R Haria.

Note: The Committee considered and supported a similar application for this property in 2023 ([LW/23/0570](#))

[LW/25/0019](#) – **25 Beacon Road** - Application for a first floor front extension for Mr A Morton.

Planning Applications received in week commencing Monday 20th January

None received

Tree Works Applications

[TW/24/0128/TPO](#) - **Amenity Land, Foster Close** - W1 - Group consisting of Ash, Elder & Sycamore - Trimming back to site boundary to reduce potential hazards for Mr A Midgley.

6. Update Report

To consider report 161/24 on the Lewes District Council and South Downs National Park Authority decisions received since the last meeting on applications previously considered by the Committee (pages 9 to 12).

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:	162/24
Agenda Item No:	4
Committee:	Planning & Highways
Date:	4th February 2025
Title:	Lewes District Local Plan Consultation - Introduction
By:	Isabelle Mouland, Assistant Town Clerk
Purpose of Report:	To introduce and invite discussion on the Lewes District Local Plan consultation.

Actions
The Committee is advised:
<ol style="list-style-type: none"> 1. To consider the contents of the report. 2. To discuss the draft Lewes District Local Plan thematic policies. 3. To discuss the four site allocations within Seaford that are being considered in the Lewes District Local Plan. 4. To feedback to the Assistant Town Clerk any comments for inclusion in the Town Council's response to the consultation. 5. To move to a vote on the motions below.

Recommendations
The Committee is recommended:
<ol style="list-style-type: none"> 1. To instruct the Assistant Town Clerk to draft the Town Council's response to the Lewes District Local Plan consultation. 2. To note that it will finalise the Town Council's response at the next Planning & Highways Committee on Thursday 20th February 2025.

1. Information

- 1.1** Lewes District Council (LDC) has launched the first phase of consultation on the Lewes District Local Plan which ends on 28th February 2025.
- 1.2** Phase one of the consultation regards the detailed policies for the plan area and considers sites within towns and a limited number of villages.. The consultation is called “Defining our policies and early site allocation proposals”.
- 1.3** The second phase will take place later in 2025 and have a greater emphasis on more rural parts of the district, while also re-evaluating areas considered during phase one.
- 1.4** This report presents the consultation for the Committee to discuss and feedback comments to the Assistant Town Clerk in order to draft the Town Council’s response.
- 1.5** It is recommended that the draft of the Town Council’s response to the consultation is then presented for approval at the Planning & Highways Committee meeting on 20th February 2025.

2. Lewes District Local Plan - Draft Thematic Policies

- 2.1** The consultation sets out nine draft thematic policies:
 - 2.1.1 Spatial Strategy
 - 2.1.2 Climate Change
 - 2.1.3 Natural Environment
 - 2.1.4 Water
 - 2.1.5 Health & Wellbeing
 - 2.1.6 Homes for All
 - 2.1.7 Economy and Regeneration
 - 2.1.8 Design, Landscape and the Built Environment
 - 2.1.9 Infrastructure and Community Facilities
- 2.2** The full draft policies, and/or a summary of each of the draft policies can be found within the consultation documents here -
https://planningpolicyconsult.lewes-eastbourne.gov.uk/connect.ti/LP_DefiningPolicies25
- 2.3** The Committee is invited to discuss and feedback comments on these policies.

3. Lewes District Local Plan – Seaford Site Allocations

3.1 The consultation includes four site allocations in Seaford:

3.1.1 ESAP 18 – Talland Parade

3.1.2 ESAP 19 – Mardon Court

3.1.3 ESAP 20 – Former St John’s School

3.1.4 ESAP 21 – Land to the South of Chyngton Way

3.2 The full site allocation documents and map can be found here -

https://planningpolicyconsult.lewes-eastbourne.gov.uk/connect.ti/LP_DefiningPolicies25

3.3 The Committee is invited to discuss and feedback comments on these site allocations.

4. Financial Appraisal

4.1 There are no direct financial implications of this report.

5. Contact Officer

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



Report No:	161/24
Agenda Item No:	6
Committee:	Planning & Highways
Date:	4th February 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:
<ol style="list-style-type: none"> 1. To consider the contents of the report. 2. To move to a vote on the motions below.

Recommendations
The Committee is recommended:
<ol style="list-style-type: none"> 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 and South Downs National Park Authority 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 161/24 Appendix A

Schedule of Lewes District Councils Decisions received since the Committee's last meeting on 9th January 2025

Approvals – No Objections from Seaford Town Council

LW/24/0535 - 37 Vale Road - Garage conversion to habitable space and small rear extension.

LW/24/0599 - 1 The Croft, Chyngton Lane - Single storey north side extension and replace existing front porch and detached side garage.

LW/24/0658 - 35 Connaught Road - Replace rear conservatory with single storey extension, add a rear dormer and enlarge existing side dormer and fenestration alterations.

LW/24/0686 - 36 Chyngton Gardens - Single storey front/side infill extension with replacement of existing garage, addition of 2no. side dormers and alterations to existing fenestration including addition of 1no. front Juliet balcony and 1no. rear window.

LW/24/0613 - 39 Blatchington Hill - Installation of 1no. air-source heat pump at rear/side elevation.

LW/24/0683 - 129 North Way - Replacement of existing conservatory with single storey rear extension and alterations to fenestration at side elevation.

LW/24/0713 - 35 Upper Chyngton Gardens - Erection of single-storey rear extension with decking linking the existing detached garage to the house, addition of hardstanding to front and alterations to fenestration.

LW/24/0714 - 2 Firle Drive - Single storey rear extension.

LW/24/0617 - 3-5 Clinton Place - Conversion of existing ground floor premises into three retail units together with alterations to form shop fronts.

LW/24/0645 - Unit 3 Blatchington Road Industrial Estate, Blatchington Road - Erection of 2 additional workshops.

LW/24/0726 - 12 Green Walk - Two single storey rear extensions, installation of air source heat pump and solar panels, car port and shed to east side with fenestration alterations.

LW/24/0758 - The Seven Sisters, Alfriston Road - Replacement Windows.

Approvals - Objection from Seaford Town Council –

LW/24/0601 – 33 Lindfield Avenue - 2 storey side extension, single storey rear extension, rendering and first floor horizontal cedar weatherboard, existing detached single storey garage to be demolished.

Seaford Town Council's grounds for objection: That the proposals go against GB02b and GB03 of the Seaford Neighbourhood Plan by not being 1m back from the ridge line and not 0.5m from the main ridge. The Town Council is also concerned that the proposed driveway is too close to the corner of the road and as a result will be unsafe.

Reasons for approval: LDC argue that the two-storey side extension is stepped in almost 1m from the principle elevation and 0.5m from the ridge line. It is also stated that the creation of a new crossover onto Lindfield Avenue would not require planning permission so while this has been raised by Seaford Town Council, no planning objection would be raised in this regard. The safety of the crossover would be assessed through the separate licensing regime.

Refusals – No Objection from Seaford Town Council – none

Refusals – Objection from Seaford Town Council –

LW/24/0734 – 7 Lions Place - Two storey side extension to form annex accommodation with an open under-croft to lower ground floor.

Seaford Town Council's grounds for objection: Overdevelopment, due to the application proposing a two-story side extension wider than half of the frontage of the main building and not set back from the main building. It would therefore be contrary to Para GB03 of the Seaford Design Guidelines attached to the Seaford Neighbourhood Plan which requires side extensions to be subservient to the host property and contrary to policy DM25 of the Lewes Local Plan Part 2.

Reasons for objection: It was considered that the proposal would bring unacceptable impacts on the character of the area, being of a scale and design

which is unsympathetic to the terrace, contrary to DM25, DM28, SEA2 and the SDG (GB03).

Tree Works Applications –

TW/24/0118/TPO - 14 Manor Road - T1 - Sycamore - reduce crown by a third (or as advised) - required for health of tree and to avoid overhang into adjacent properties – Refused – Inadequate information provided.

SDNP/24/04315/TCA - The Old Vicarage, The Street, Bishopstone Village - T1 - Apple - removal as tree is diseased/dead, T2 - Horse Chestnut - crown raising by 4 metre clearance from ground level.

Approved

**SDNP/24/04921/TCA – Plummers, The Street, Bishopstone Village - G1 - Large Elm group - fell to ground level - majority affected with Dutch Elm Disease
G2 - Small Elm group - fell to ground level - majority affected with Dutch Elm Disease.**

Approved

Appeals – none

Withdrawn Applications – none