



## **Seaford Town Council Planning & Highways Agenda – Thursday 17<sup>th</sup> October 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 J Lord.

A meeting of the **Planning & Highways Committee** will be held at the **Council Chambers, 37 Church Street, Seaford, BN25 1HG** on **Thursday 17<sup>th</sup> October 2024** at **7.00pm**, which you are summoned to attend.

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

Steve Quayle

Interim Town Clerk

11<sup>th</sup> October 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 9<sup>th</sup> September 2024

[\*\*LW/24/0120\*\*](#) – **Dane Garages, Dane Close** - Replacement of nine garages with five new dwelling houses to match design of adjacent houses for Mrs B Klassen. (Application for Outline Planning Permission with all matters reserved)

Lewes District Council Planning Applications received in week commencing Monday 16<sup>th</sup> September 2024

[\*\*LW/24/0603\*\*](#) – **18 Clinton Place** - Installation of 1no. internally illuminated wall-mounted advertising billboard for Mr S Whittle.

*NOTE: In December 2023 the Committee objected to application LW/23/0723 for the installation of 1no. non-illuminated wall-mounted advertising billboard at 18 Clinton Place on the grounds that the display of the sign in such a prominent position would be an unattractive intrusion and would detract from the current mixed character of Clinton Place and the general setting of the area close to the Crossways Church and the Town Centre Conservation Area - LW/23/0723 was approved.*

Lewes District Council Planning Applications received in week commencing Monday 23<sup>rd</sup> September 2024

No applications were received.

Lewes District Council Planning Applications received in week commencing Monday 30<sup>th</sup> September 2024

[\*\*LW/24/0615\*\*](#) – **Seaford Service Station, Station Approach** - Retention of existing use as petrol filling station with no restrictions on hours of operation for Motor Fuel Group Ltd.

[\*\*LW/24/0601\*\*](#) – **33 Lindfield Avenue** - Proposed two storey side/rear extension, single storey rear extension, lower section of existing house to be rendered and upper section to have horizontal cedar weatherboard to match the new extension, existing detached single storey garage to be demolished for Mr & Mrs P Spencer.

## Tree Works Applications

[TW/24/0090/TPO](#) – **Flat 1 Hamilton House, Belgrave Road** - T1 - Sycamore - repollard to old pollarding points for Mr J Rigden.

[TW/24/0100/TCA](#) – **1 Alces Place, Firle Road** –

T1 - Field Maple - Reduce by 1.5m;

T2 - Hawthorn- Reduction by 1m;

T3 - Crab Apple - Reduction by 1m; for Mr G Dunford

[SDNP/24/03982/TCA](#) – **137 Gratton Lane, Bishopstone Village** –

T1 - Walnut - crown lift over roadway to 5.5 metres above ground level;

T2 - Ash - crown lift over roadway to 5.5 metres above ground level and prune back by 2.5-3.0 metres from electricity and BT cables, remove 1 No. branch at rear;

T3 - Walnut - crown lift over roadway to 5.5 metres above ground level and prune back to 2.5-3.0 metres from electricity and BT cables;

T4 - Ash - crown lift over roadway to 5.5 metres above ground level and prune back to 2.5-3.0 metres from electricity and BT cables;

T5, T6, T7 & T8 - Sycamores - crown lift over roadway to 5.5 metres above ground level and prune back to 2.5-3.0 metres from electricity and BT cables; for Mrs N Waters.

[TW/24/0101/TPO](#) – **15 Whiteley Close** - T1 - Holm Oak - Pollard by 6m for Mr G Durnford.

[TW/24/0072/TCA](#) – **7 Blatchington Hill** – T1 - Sycamore - Pollard crown to previous shape and cutback by 5m; T2 - Sycamore - Removal of side overhanging branches by 3m, and lowering of crown by 4m; T3 - Holm Oak - Lower top of tree by 3m, trim lift lower branches by 4m, and crown thinning by 20%; T4 - 3no. Sycamore - Crown reduction by 2m; T5 - Ash - Trimming and tidy by 1-1.5m; for Mr. P Sudell.

## **5. Road Closure Applications for events in November 2024 and Seaford Street Markets February 2025 – December 2025**

To consider report 98/24 presenting details of proposed road closure applications for events in November 2024 and Seaford Street Markets February 2025 to December 2025 (pages 6 to 8).

## **6. Update Report**

To consider report 97/24 on the Lewes District Council decisions received since the last meeting on applications previously considered by the Committee (pages 9 to 11).

## 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](mailto: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](mailto: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](mailto: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.



<b>Report No:</b>	<b>98/24</b>
<b>Agenda Item No:</b>	<b>5</b>
<b>Committee:</b>	<b>Planning &amp; Highways</b>
<b>Date:</b>	<b>17<sup>th</sup> October 2024</b>
<b>Title:</b>	<b>Road Closure Applications for events in November 2024 and Seaford Street Markets February 2025 – December 2025</b>
<b>By:</b>	<b>Isabelle Mouland, Assistant Town Clerk</b>
<b>Purpose of Report:</b>	<b>To present details of proposed road closure applications for events in November 2024 and Seaford Street Markets in 2025.</b>

<b>Recommendations</b>	
<b>The Committee is recommended:</b>	
<ol style="list-style-type: none"> <li>1. To note the two Town Council applications.</li> <li>2. To consider and comment on the application for Seaford Street Markets from 8<sup>th</sup> February 2025 to 13<sup>th</sup> December 2025.</li> </ol>	

## **1. Information**

**1.1** Lewes District Council has notified the Town Council of three applications for temporary road closures for events in November 2024 and also for Seaford Street Markets from 8<sup>th</sup> February 2025 to 13<sup>th</sup> December 2025.

**1.2** The applications are set out below.

## **2. Town Council Road Closure Applications (for noting)**

**2.1 Remembrance Sunday – 10<sup>th</sup> November 2024**

**2.2** This the Town Council's own application for the usual road closures for the Remembrance Day procession and service, as follows:

- A259 Clinton Place roundabout to the junction with Southdown Road
- Broad Street from the junction with Clinton Place to the junction with Sutton Road

- Place Lane from the junctions with Church Street to Broad Street and the War Memorial around Avondale Road.
  - The closures will run from 10.30am to 11.30am.
- 2.3** As the application is submitted by the Town Council it is reported for **noting** only.
- 2.4 Seaford Christmas Magic Lantern Parade – Saturday 30<sup>th</sup> November 2024**
- 2.5** This is the Town Council's own application to facilitate the Seaford Christmas Magic lantern parade, as follows:
- Mercread Road from the Youth Centre to the junction with East Street
  - East Street to the junction with the High Street
  - The High Street (already closed) to the junction with South Street
  - South Street into Church Street
  - Church Street to the junction with Place Lane
  - Place Lane to the junction with Broad Street (already closed).
  - The closure will run from 4.30pm to 6.00pm.
- 2.6** This again is the Town Council's own application so is reported for **noting** only.

### **3. Other Road Closure Applications (for consideration and comment)**

**3.1 Seaford Street Markets**

**3.2** The closure will cover Church Street from south of junction with West Street to the Crypt Gallery.

**3.3** The closure will run from 7.00am to 6.00pm.

**3.4** Saturdays: 8 February 2025; 22 February 2025; 8 March 2025; 22 March 2025; 12 April 2025; 26 April 2025; 10 May 2025; 24 May 2025; 14 June 2025; 28 June 2025; 12 July 2025; 26 July 2025; 9 August 2025; 23 August 2025; 13 September 2025; 27 September 2025; 11 October 2025; 25 October 2025; 8 November 2025; 22 November 2025; 13 December 2025.

**3.5** Street Trading consent – the Seaford Street Market takes place in a street where a street trading licence is required. Lewes District Council transferred street trading powers of certain, pre-identified 'consent streets' within the town to the Town Council (consent streets being the main town centre and seafront road). Through this, Town Council officers have

delegated powers to determine the outcome of street trading applications, in accordance with street trading legislation.

#### **4. Recommendations**

- 4.1 The Committee is requested to note the two Town Council applications and consider and comment on the Seaford Street Market application, noting the details of the permissions being sought to enable the activities to take place.

#### **5. Financial Appraisal**

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

#### **6. Contact Officer**

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





<b>Report No:</b>	<b>97/24</b>
<b>Agenda Item No:</b>	<b>6</b>
<b>Committee:</b>	<b>Planning &amp; Highways</b>
<b>Date:</b>	<b>17<sup>th</sup> October 2024</b>
<b>Title:</b>	<b>Update Report</b>
<b>By:</b>	<b>Isabelle Mouland, Assistant Town Clerk</b>
<b>Purpose of Report:</b>	<b>To notify the Committee of decisions taken by Lewes District Council on applications previously considered by the Committee</b>

<b>Recommendations</b>
<p><b>The Committee is recommended:</b></p> <p>1.To note the report and the decisions set out in the Schedule.</p>

## **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 97/24 Appendix A**

### **Schedule of Lewes District Councils Decisions received since the Committee's last meeting on 19<sup>th</sup> September 2024**

#### **Approvals – No Objections from Seaford Town Council**

**LW/24/0484 – 57 Blue Haze Avenue** - Replacement of existing conservatory with a single storey extension at the rear.

#### **SDNP/24/02721/LIS – Eadric House, Gratton Lane, Bishopstone Village -**

Replacement of 2no wooden framed windows to rear of property with new hardwood windows to match existing and with double glazed units.

**LW/24/0483 – 1 Shepway Parade, Broad Street** - Installation of replacement mechanical plant, replacement palisade fence and gates to plant area and replacement auto sliding entrance door.

**LW/24/0485 – 7 Ladycross Close** - Replacement of existing flat-roofed conservatory with a new pitched-roof one at the rear.

#### **Approvals - Objection from Seaford Town Council**

**LW/24/0519 – 3 Beach Close** - Demolition of conservatory and erection of single storey rear extension, first floor rear dormer extension and hip to gable end side extensions.

**Seaford Town Council's grounds for objection:** Given the modest size and character of the property, the proposed extensions would overdevelop the property and have a generally unacceptable impact on its character and appearance and on the street scene, contrary to policy DM 25 of the Lewes Local Plan.

**Reasons for approval:** The extensions to the rear, including the dormer, would not be visible from any public vantage points so the impact on the character of the area would be negligible.

**LW/24/0271 – 2 Chyngton Avenue** - Roof conversion including addition of 2no. dormers at side elevations, 1no. Juliet balcony at the rear and 1no. rooflight to front.

**Seaford Town Council's grounds for objection:** Given the modest size and character of the property, the provision of the proposed large side dormers would make the property too bulky and have a generally unacceptable impact on its character and appearance and on the street scene, contrary to policy DM 25 of the Lewes Local Plan.

**Reasons for approval:** The objection is noted. However, based on an assessment against relevant policies, including the Seaford Design Guide, and noting the amount

of works that could be carried out under householder permitted development rights, it is considered that a refusal on the grounds set out would not be sustainable at appeal.

**Refusals – No Objection from Seaford Town Council**

None.

**Refusals – Objection from Seaford Town Council**

None.

**Appeals**

No further updates on **APP/P1425/D/24/3347371 – 72 Katherine Way, or  
APP/P1425/D/24/3350061 – Fieldings, 18 Firle Road.**

**Tree Works Applications**

**TW/24/0068/TPO – 32 Barn Close - T1 - Holm Oak - Crown reduction by 2m and  
pruning of branches by 3m – APPROVED.**

**Withdrawn Applications**

None.