



## **Seaford Town Council Planning & Highways Agenda – Tuesday 17<sup>th</sup> December 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 **Tuesday 17<sup>th</sup> December 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

9<sup>th</sup> December 2024

### **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. [Lewes Local Plan – Consultation Plan](#)

To consider report 148/24 presenting details of Lewes District Council's Local Plan consultation which will launch from 6<sup>th</sup> January to 28<sup>th</sup> February (pages 6 to 10).

### 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 11<sup>th</sup> November

None.

Planning Applications received in week commencing Monday 18<sup>th</sup> November

[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 for Mr P Sheperd.

[LW/24/0710](#) - **18A Chyngton Road** - Single storey rear extension for M Beck.

Planning Applications received in week commencing Monday 25<sup>th</sup> November

[LW/24/0647](#) & [LW/24/0648](#) - **Fitzgerald House, Croft Lane** - Removal of paving/flower beds where abutting the buildings envelope, cut down existing paving slabs to form a free-draining gap with pea shingle and land drain below, hard and soft landscaping to front and rear of Block 3, localised remedial works to flint/brickwork boundary walls to the north and west boundaries, replace concrete slab between blocks 2 and 3 and renew surface water drains, install 1.2m high metal fence and gate to external store area, remove external steps and replace with nominal ramps and reinstatement of a historic chimney to the west elevation; for Mr C Grimble.

[LW/24/0714](#) - **2 Firle Drive** - Single storey rear extension for Mr J Ruth.

[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 for L Deane.

**LW/24/0734 - 7 Lions Place** - Two storey side extension to form annex accommodation with an open under-croft parking area to lower ground floor for Mr & Ms I & S Johnson & Clarke.

**LW/24/0736 - 6 Mason Road** - Single storey rear extension for D Lemoine.

**LW/24/0732 - 142-152, 154-164, 166-172 Hythe Crescent** - Replacement of windows/doors for E Obadimu.

#### Tree Works Applications

**TW/24/0110/TPO - 6 Roedean Close** - T1 - Sycamore - Cutback to lower branches by 2m and upper branches approx 1m; T2 - Sycamore - Cutback to lower branches by 3m and upper branches approx 1m ;T3 - Sycamore - Cutback to lower branches by 3m and upper branches approx 1m ;T4 - Sycamore - Cutback to lower branches by 3m and upper branches approx 1m; T5 - Sycamore - Cutback to lower branches by 3m and upper branches approx 1m; T6 - Sycamore - Cutback to lower branches by 3m and upper branches approx 1m; T7 - Sycamore - Cutback to lower branches by 3m and upper branches approx 1m; T8 - Sycamore - Cutback to lower branches by 4m and upper branches approx 1.5m; T9 - Sycamore - Cutback to lower branches by 2m and upper branches approx 1m; T10 - N/A; T11 - Sycamore- Cutback to lower branches by 3m and upper branches approx 1m; for Mr J Mahon.

**TW/24/0124/TPO - Homeshore House, 92 Sutton Road** - T384 - Sycamore (T1 of the order) - Prune away from building by 2.5-3.0m and crown lift to 3.5m (by removing up to 2.5m); and T389 - Weeping Ash (T2 of the order) - Thin weight from heavy limbs by up to 2m for Ms C Jenner.

**SDNP/24/04921/TCA – Plummers, The Street, Bishopstone** - 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 for Mr G Durnford.

## **6. Update Report**

To consider report 147/24 on the Lewes District Council decisions received since the last meeting on applications previously considered by the Committee (pages 11 to 13).

## 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 between 6.45 – 6.55pm 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 6.55pm 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.

Entrance through the rear fire escape of the building will not be allowed.

### 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>149/24</b>
<b>Agenda Item No:</b>	<b>4</b>
<b>Committee:</b>	<b>Planning &amp; Highways</b>
<b>Date:</b>	<b>17<sup>th</sup> December 2024</b>
<b>Title:</b>	<b>Lewes Local Plan – Consultation Plan</b>
<b>By:</b>	<b>Isabelle Mouland, Assistant Town Clerk</b>
<b>Purpose of Report:</b>	<b>To present details of Lewes District Council’s Local Plan consultation and recommend Seaford Town Council involvement.</b>

<b>Recommendations</b>	
<b>The Committee is recommended:</b>	
<ol style="list-style-type: none"> <li>1. To note the contents of the report.</li> <li>2. To consider the recommended Town Council involvement in Lewes District Council’s consultation on the Local Plan to:           <ol style="list-style-type: none"> <li>a. Promote and share Lewes District Council’s engagement communications, including its pre-consultation survey mention at section 3.6,</li> <li>b. Attend and promote Lewes District Council-led engagement events in Seaford,</li> <li>c. Attend Lewes District Council-led parish and town councillors’ briefing, proposed for 5pm 9<sup>th</sup> January 2025 but this is to be confirmed,</li> <li>d. Finalise the Town Council’s response to the consultation at its Planning &amp; Highways Committee meeting on 20<sup>th</sup> February 2025.</li> </ol> </li> </ol>	

## **1. Information**

- 1.1 Lewes District Council (LDC) has announced that the first phase of consultation on the Lewes Local Plan will run from week commencing 6<sup>th</sup> January to 28<sup>th</sup> February 2025.

- 1.2 Phase one of the consultation is on the detailed policies for the plan area and will consider sites within towns and a limited number of villages.
- 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 LDC's statement regarding its first phase consultation (section 2 of this report) and sets out recommendations for the Town Council's involvement in promoting public engagement and formulating a Town Council response (section 3).

## **2. Lewes District Council's Statement**

- 2.1 LDC has published the following press release:

*'Residents across Lewes district are being encouraged to take part in the latest stage of consultation on Lewes District Council's Local Plan.*

*Local plans set out where future development will take place, such as new homes and locations for business growth, as well the local policy requirements against which future planning applications will be judged.*

*Cabinet councillors today (December 5) agreed a first phase of consultation that will run from week commencing January 6 to February 28. Phase one of the consultation is on the detailed policies for the plan area and will consider sites within towns and a limited number of villages. 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.*

*Councillor Zoe Nicholson, Leader of Lewes District Council, said:*

*"My deep misgivings about the government's proposed new housing targets are well known and I will continue to lobby Angela Rayner for a pause and much-needed rethink. Her current plan simply won't work. It represents a fast and loose charter for developers to dig up our district wherever they like, instead of giving us the resources to build good quality council homes in the right locations.*

*It is also why we need more residents than ever to join us in having their say and creating a clear and united voice that I hope the Deputy Prime Minister will listen to. So far over 50,000 comments have been fed into the analysis and*

*assessments carried out by our planning team, which is terrific, but those local views must keep coming in."*

*Residents will be able to choose from a range of different ways to engage with the consultation. This will include an online webinar that will take place early in the New Year and a series of in-person drop-in events that will begin towards the end of January 2025. These are being organised in collaboration with some of the Town and Parish Councils across the district. An online consultation portal will include a summary and glossary, as well as the full documents on which the council is inviting comments. Paper copies will also be available on request and from the council offices.*

*Councillor Laurence O'Connor, Cabinet Member for Planning, said:*

*"These arbitrary government housing targets are just the latest in a long line of obstacles to achieving a real solution to the affordable housing crisis. We need the Deputy Prime Minister to work with us, not against us or we face the prospect of green spaces disappearing forever from towns like Peacehaven and Telscombe - areas which are already being pressured from every side.*

*During this first phase of consultation in January and February the scope will include potential sites in towns, while the second phase will look at the more rural locations. We need to make sure we gather all the evidence carefully on why we can't meet the government's targets. Our district is constrained by the coast and the South Downs National Park, so we must continue to press the case for this to be recognised."*

### **3. Seaford Town Council Involvement**

- 3.1** LDC has requested to work closely with parish and town councils to promote its consultation and support engagement with the public.
- 3.2** LDC has held parish and town council clerk steering groups over the last year, where parish and town councils have been able to make suggestions for consultation and engagement techniques that would suit their communities.
- 3.3** Seaford Town Council has, along with other parish and town councils at the steering group, already positively influenced the timing of the first phase



consultation by feeding back to LDC recommendations to start in the New Year (as opposed to a previously suggested mid-December start date).

- 3.4 Seaford Town Council has also requested that LDC run Seaford focussed Local Plan engagement events in Seaford – at least twice, one weekday evening and one Saturday morning, at large venues.
- 3.5 These engagement events would not only provide a question and answer on the policies and sites identified in the Local Plan, but they would also support members of the public in responding to the consultation by showing how to submit responses.
- 3.6 Ahead of the consultation, LDC is also running a short survey to find out about local people's understanding of what a Local Plan is. LDC will then use response from the survey to help shape its future communications about the Local Plan. The survey, which will stay open until 5pm on 31<sup>st</sup> December 2024, also gives respondents the opportunity to join the LDC Local Plan mailing list.
- 3.7 This survey can be completed by anyone here [www.lewes-eastbourne.gov.uk/Lewes-Local-Plan](http://www.lewes-eastbourne.gov.uk/Lewes-Local-Plan)
- 3.8 To confirm, a Town Council response not required - it is for individual feedback.
- 3.9 LDC has also suggested that that it will run a parish and town councillors' briefing session in early January, it is not confirmed but this is likely to be Thursday 9<sup>th</sup> January at 5pm (before the Planning & Highways Committee meeting at 7pm).
- 3.10 To allow the Planning & Highways Committee time to consider the Local Plan consultation, and attend relevant LDC-led briefings, it is recommended that the Town Council's response is finalised at its Planning & Highways Committee meeting on 20<sup>th</sup> February 2025.
- 3.11 For clarity, a timetable of Seaford Town Council's known involvement in the first phase of the LDC Local Plan consultation is below:
  - 6<sup>th</sup> January 2025:** Consultation on Local Plan begins
  - 9<sup>th</sup> January 2025 (5pm on Teams):** town councillor briefing (to be confirmed)
  - 20<sup>th</sup> February 2025:** Planning & Highways Committee to finalise the Town Council's response to LDC Local Plan consultation.

**3.12** In order for the Town Council to support LDC's consultation engagement, it is recommended that Seaford Town Council officers share all communications about the consultation on its website, social media and noticeboards.

**3.13** As with all consultations responded to by the Town Council, the Town Council's response will also be shared on its website for members of the public to view.

#### **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 Moulard, Assistant Town Clerk.



<b>Report No:</b>	147/24
<b>Agenda Item No:</b>	6
<b>Committee:</b>	Planning & Highways
<b>Date:</b>	17 <sup>th</sup> December 2024
<b>Title:</b>	Update Report
<b>By:</b>	Isabelle Mouland, Assistant Town Clerk
<b>Purpose of Report:</b>	To notify the Committee of decisions taken by Lewes District Council on applications previously considered by the Committee

<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 147/24 Appendix A**

### **Schedule of Lewes District Councils Decisions received since the Committee's last meeting on 28<sup>th</sup> November 2024**

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

##### ***Split Decision* - LW/24/0454 - Seaford Head Lower School, Steyne Road -**

Replacement of existing boundaries with fence to improve safeguarding measures.

*Works approved: Proposed boundary treatment.*

*Works refused: Proposed embankment works.*

**LW/24/0507 - 14 Pitt Drive** - Rear conservatory enlargement.

**LW/24/0527 - 77 Sutton Road** - Two storey side extension, single storey front and rear extension with fenestration alterations.

**LW/24/0629 - 44 Belgrave Road** - Replacement of existing detached shed with a single-storey side/front extension.

**LW/24/0633 - 15 - 17 High Street** - Variation of Condition 3 (approved plans) in relation to approval LW/24/0273 - addition of 1no. conservation rooflight to the rear elevation.

**LW/24/0666 - 44 Broad Street** - Installation of 1no illuminated fascia sign and 1no illuminated projecting sign to the front.

**LW/24/0665 - 44 Broad Street** - Proposed new shopfront construction and installation of 2 AC condenser units to rear.

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

**LW/24/0615 - Seaford Service Station, Station Approach** - Retention of existing use as petrol filling station with no restrictions on hours of operation.

**Seaford Town Council's grounds for objection:** That restrictions should be in place due to surrounding residential properties. It was requested that the restrictions for trading hours should be 6am to 11pm.

**Reasons for approval:** Unknown, no officer report or decision notice uploaded to Planning Portal at the time of agenda issue.

#### **Refusals – No Objection from Seaford Town Council** – None.

#### **Refusals – Objection from Seaford Town Council** – None.

## **Appeals**

**APP/P1425/D/24/3347371 – 72 Katherine Way – Dismissed**

**APP/P1425/D/24/3350061 – Fieldings, 18 Firle Road – No Update**

**Withdrawn Applications** – None.

## **Tree Works Applications**

**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 – *Approved*

**TW/24/0101/TPO - 15 Whiteley Close** - T1 - Holm Oak - Pollard by 6m – *Approved*

**TW/23/0021/TCA - 9 & 11 Blatchington Hill** – 11 Blatchington Hill = T1 - Sycamore - Crown lift to 4m and crown reduction of 3m; T2 - Sycamore - Crown lift to 4m and crown reduction of 5m; 9 Blatchington hill = T3 - Ash - Crown reduction of 5m; G1 - 6x Sycamore - Crown lift to 4m and crown reduction of 5m; All to increase light to both houses – *Approved*

**TW/24/0114/TPO - Robin Post, 17 Firle Road** - T13 - Ash - Fell due to Ash Dieback – *Approved*

**TW/24/0113/TPO - 28 Willow Drive** - T3 - Sycamore - Crown reduction by 3m; T4 - Sycamore - Crown reduction by 3m; T6 - Sycamore - Fell and re-plant like for like – *Split Decision*

*Works approved: T3 - Sycamore - Crown reduction by 3m and T4 - Sycamore - Crown reduction by 3m*

*Works refused: T6 - Sycamore - Fell and re-plant*

**Approved Road Closures** – None