



## **Seaford Town Council Planning & Highways Agenda – Thursday 24<sup>th</sup> 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 24<sup>th</sup> April 2025** at **7.00pm**, which you are summoned to attend.

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

Steve Quayle

Town Clerk

16<sup>th</sup> April 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 17<sup>th</sup> March 2025

[LW/25/0116](#) – **16 Valley Drive** – Erection of single storey front/side extension with brickwork face finish, installation of roof light and relocation of entrance door for Mr D Archer.

[LW/25/0147](#) – **34 Broad Street** – Installation of 1no. internally illuminated fascia sign, 1no. externally illuminated projecting sign and window manifestations to shopfront elevation for Specsavers.

[LW/25/0150](#) – **3 Southdown Road** – Single storey first floor rear extension for Mrs J Gillett.

Planning Applications received in week commencing Monday 24<sup>th</sup> March 2025

[LW/25/0135](#) – **3 Jubilee Gardens** – Erection of a side timber garage for Mr J Gray.

[LW/25/0161](#) – **1 Beacon Road** – Removal of detached side outbuilding followed by erection of single-storey side/rear wraparound extension including alterations to fenestration at all elevations for S Hindocha.

[LW/25/0175](#) – **Flat 1 24 Claremont Road** – Section 73A retrospective permission for removing existing window and replacing it with external door at ground floor flat for Mr D Archer.

Planning Applications received in week commencing Monday 31<sup>st</sup> March 2025

[LW/25/0189](#) – **Scotsdale, Eastbourne Road** – Replacement of existing conservatory with single-storey rear/side extensions for Mr & Mrs MacNicoll.

[LW/25/0190](#) – **24 Sutton Road** – Replacement of 2no. existing windows and 1no. door to front elevation for Mrs E Roberts.

[LW/25/0191](#) – **Cotmandene, Cuckmere Road** – Conversion of existing garage to form self-contained annex and single storey rear extension to main dwelling with internal reconfigurations and associated hard and soft landscaping for Mr & Mrs R Rilstone.

[LW/25/0198](#) – **3 Esher Close** – Single storey rear extension including demolition of existing conservatory; addition of 1no. front dormer, 1no. rear dormer and 1no. rooflight to front elevation for Mr. T. Bray & Miss. D. Reynolds.

Planning Applications received in week commencing Monday 7<sup>th</sup> April 2025

[LW/25/0158](#) – **10 Salisbury Road** – Section 73A retrospective application to retain bin store, bike store and boundary fence to North-East boundary for Mr D. Archer.

[LW/25/0172](#) – **12 East Albany Road** – Conversion of detached garage to annex for main dwelling for Mr J Hillier.

[LW/25/0209](#) – **2 Farm Close** – Installation of 1no. rear dormer for M Lopes.

## **5. [Update Report](#)**

To consider report 214/24 on the Lewes District Council decisions received since the last meeting on applications previously considered by the Committee (pages 6 to 8).

## AGENDA NOTES

For further information about items on this Agenda please contact:

Steve Quayle, 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.

### 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>214/24</b>
<b>Agenda Item No:</b>	<b>5</b>
<b>Committee:</b>	<b>Planning &amp; Highways</b>
<b>Date:</b>	<b>24<sup>th</sup> April 2025</b>
<b>Title:</b>	<b>Update Report</b>
<b>By:</b>	<b>Isabelle Mouland, Community Engagement and Democratic Services Manager</b>
<b>Purpose of Report:</b>	<b>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</b>

## **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, Community Engagement and Democratic Services Manager

## **Report 214/24 Appendix A**

### **Schedule of Lewes District Councils Decisions received since the Committee's last meeting on 3<sup>rd</sup> April 2025**

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

**LW/25/0074 – 3-5 Clinton Place** – Alterations to provide three aluminium glazed shop fronts.

**LW/25/0058 – 3 Barcombe Close** – Single storey rear extension.

**LW/25/0072 – 35 Heathfield Road** – Demolition of double garage and erection of 1no. single storey dwellinghouse with associated hard and soft landscaping and drop kerbs.

#### **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**

**TW/24/0128/TPO – Amenity Land, Foster Close** – W1 - Group consisting of Ash, Elder & Sycamore - Trimming back to site boundary to reduce potential hazards.  
**- *Approved***

**TW/25/0004/TPO – 33 Barn Close** – T3 - Holm Oak - Crown reduction to top by 1.0m and sides by 2.0m all round. **- *Approved***

**TW/25/0002/TPO – 11 Barn Close** – T1 - Ash - Reduce by approx 3m to previous cuts; T2 - Ash - Reduce by approx 3m to previous cuts; T3 - Ash - Reduce to previous cut; T4 - Ash - Reduce to previous cut. **- *Approved***

**TW/25/0007/TPO – 4 Manor Road North** – T2 - Sycamore - Pollard to previous points. **- *Approved***

**TW/25/0008/TCA – Old School House, Upper Belgrave Road –** T1 - Hawthorn - Fell/Removal; T2 - Bay - Crown reduction by 2m all round and shape accordingly as part on going maintenance. - ***Approved***

**TW/25/0010/TPO – 5 Headland Avenue –** T3 - Sycamore - Removal of bifurcated trunk; T5 - Sycamore - Removal of bifurcated trunk. - ***Approved***

**TW/25/0009/TPO – Homefield Place, Homefield Road –** T17 - Beech - Raise lower crown to provide clearance of 4.5m above soil level, thinning of remaining crown by 20% retaining overall crown outline, removal of crossing branches and deadwood, and Installation of cable brace; T16 - Holm Oak - Reduction to 2no. overhanging lower crown limbs leaving length of approx. 2m and raising remaining crown with minimum clearance of 5.4m. - ***Approved***

### **Appeals**

None at the point of writing.

### **Withdrawn Applications**

None at the point of writing.