



Seaford Town Council

Seaford Town Council Planning & Highways Agenda – Tuesday 20 May 2025

To the Members of the Planning & Highways Committee

Councillors L Wallraven (Chair), L Boorman (Vice Chair), R Buchanan, O Honeyman, R Honeyman and J Lord.

A meeting of the **Planning & Highways Committee** will be held in the **Council Chambers, 37 Church Street, Seaford, BN25 1HG** on **Tuesday 20 May 2025** at 7.00pm, which you are summoned to attend.

Steve Quayle

Town Clerk

15 May 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 24 March 2025 (application amended)

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

NOTE: This Committee considered this application at its meeting on 24th April 2025 however it has now been amended to include ‘the erection of fencing to front’. This Committee resolved to support the previous application.

Planning Applications received in week commencing Monday 7 April 2025 (uploaded after last meeting agenda)

[LW/25/0217](#) – **Diellas Restaurant, Dane Road** – Change of use from restaurant to 2-bedroom visitor accommodation at ground floor for Mr S Diella.

Planning Applications received in week commencing Monday 14 April 2025

[LW/25/0117](#) – **50 Carlton Road** – First floor side extension/ground floor infill to covered area for Mr & Mrs M Bale.

Planning Applications received in week commencing Monday 21 April 2025

[LW/25/0145](#) – **18 The Holt** – Detached dwelling for Smith Bailey Properties Ltd.

NOTE: An application for a similar proposal in 2017 was won on appeal ([LW/17/1041](#)) but has now lapsed. This Committee objected to the application based on its impact on the street scene, the revised application makes minor amendments to the original proposals.

[LW/25/0239](#) – **46A Broad Street** – Converting the 1st floor storage rooms into a residential 1 bedroom living space, with a new entrance on Broad Street via a new staircase that ascends from the ground floor to the first floor for Mrs L Hopper.

Planning Applications received in week commencing Monday 28 April 2025

[LW/25/0136](#) – **12 Upper Belgrave Road** – Use of existing single storey side extension as a residential annex for Mrs R Sillett.

[SDNP/25/01696/SCOPE](#) – **Coastguard Cottages, South Hill, Cuckmere Haven** – SCOPING OPINION REQUEST: Repair and reinforcement of existing sea defence with the erection of new inland section of wall for Luke Austin.

Please see attached **report 10/25** providing some relevant information in relation to this application (pages 6 to7).

Planning Applications received in week commencing Monday 5 May 2025

[LW/25/0261](#) – **14 Kedale Road** – Erection of single storey rear extension for Mr R Smith.

Tree Works Applications

[TW/25/0041/TPO](#) – **The Gables, Bramber Lane** – T1 - Horse Chestnut - Reduce overhang from neighbouring property (No. 19 Heathfield Road) back to boundary line; T2 - Sycamore - Reduce overhang from neighbouring property (No. 21 Heathfield Road) back to boundary line, and reduction to remaining canopy by 1.5m (as part of ongoing maintenance) for Seaford Town Council.

NOTE: As this is the Town Council's application, this is for noting and not comment. It should also be noted that should tree works be approved, the Town Council's contractor will schedule works accordingly should birds be nesting in the trees affected.

[TW/25/0042/TPO](#) – **7 St Marys Close** – T1 - Sycamore - Pruning/trimming by 2-3m for Mr P Draper.

5. [Update Report](#)

To consider report 07/25 reporting on decisions taken by Lewes District Council since the last meeting on applications previously considered by the Committee (pages 8 to 11).

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

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.

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 or by post to the Town Council offices.



Seaford Town Council

Report No:	10/25
Agenda Item No:	4
Committee:	Planning & Highways
Date:	20 May 2025
Title:	Coastguard Cottages Scoping Request
By:	Isabelle Mouland, Community Engagement and Democratic Services Manager
Purpose of Report:	To provide the Committee with information in relation with scoping application SDNP/25/01696/SCOPE

Actions

The Committee is advised:

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

Recommendations

The Committee is recommended:

1. To note the report.

1. Information

- 1.1 The Town Council has received a scoping application for the Coastguard Cottages from the South Downs National Park Authority (SDNPA) with regard to the repair and reinforcement of existing sea defence including the erection of new inland section of wall.
- 1.2 There is no expectation or need for any input from Seaford Town Council at this stage, however with this being a sensitive, nationally recognisable site, there is some information highlighted below for the Committee's attention.

- 1.3 The previous consent for emergency works was granted by SDNPA but was immediately the subject of a High Court challenge by the Sussex Wildlife Trust (SWT).
- 1.4 The challenge was based on the possible effect the works could impact upon the important chalk, which meant that the application fell within the scope of the Environmental Impact Assessment (EIA) regulations and required a full Environmental Statement in support.
- 1.5 The grounds of the challenge were not disputed by the applicants, and the consent was subsequently quashed.
- 1.6 The current scoping application is for a scaled down set of works, but it is accepted by the applicants that the EIA regulations apply.
- 1.7 The purpose of the scoping application is for SDNPA to specify what specific issues the Environmental Statement should cover prior to the preparation and submission of the full application.
- 1.8 The Committee is requested to note this information ahead of its consideration of the full application when received.

2. Financial Appraisal

- 2.1 There are no direct financial implications as a result of this report.

3. Contact Officer

- 3.1 The contact officer for this report is Isabelle Mouland, Community Engagement and Democratic Services Manager



Seaford Town Council

Report No:	07/25
Agenda Item No:	6
Committee:	Planning & Highways
Date:	20 May 2025
Title:	Update Report
By:	Isabelle Mouland, Community Engagement and Democratic Services Manager
Purpose of Report:	To notify the Committee of decisions taken by Lewes District Council 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.

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 this Committee.
- 1.2** The Committee is recommended to note the report and the decisions set out in the Schedule.

2. Financial Appraisal

- 2.1** There are no direct financial implications as a result of this report.

3. Contact Officer

- 3.1** The contact officer for this report is Isabelle Mouland, Community Engagement and Democratic Services Manager

Report 07-25 Appendix A

SCHEDULE OF DECISIONS TAKEN BY LEWES DISTRICT COUNCIL SINCE THE COMMITTEE'S LAST MEETING ON 24 April 2025

Approvals – No Objections from STC

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.

LW/25/0112 – Chesterton, 1 Chyngton Gardens – Erection of 1No. dwelling.

LW/25/0090 – 48 Salisbury Road – Demolition of existing conservatory and replacement single storey rear extension.

LW/25/0095 – 2 Holmes Close, Bishopstone – Single storey side extension.

LW/25/0147 – 34 Broad Street – Installation of 1no. internally illuminated fascia sign, 1no. externally illuminated projecting sign and window manifestations to shopfront elevation.

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.

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/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. – **Approved**

Appeals

None at the point of writing.

Withdrawn Applications

None at the point of writing.