



Seaford Town Council

Seaford Town Council Planning & Highways Agenda – 10 July 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 **Thursday 10 July 2025** at **7.00pm**, which you are summoned to attend.

Steve Quayle

Town Clerk

2 July 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 26 May 2025

LW/25/0312 – **St Leonard's Church Hall, Church Lane** – Demolition of church hall and erection of 2no. dwellinghouses for Mr Turrell.

NOTE: In 2022, this Committee objected to a similar application for this property;

LW/22/0816 which proposed partial demolition of the existing Church Hall and construction of a part 2 storey and part 3 storey dwelling, and conversion of the Parish Office building into 2no 2 storey dwellings. This application was granted by Lewes District Council, however the Seaford Town Councils objection can be found here for information -

https://padocs.lewes-eastbourne.gov.uk/planning/planning-documents?ref_no=LW/22/0816

Planning Applications received in week commencing Monday 2 June 2025

None

Planning Applications received in week commencing Monday 9 June 2025

LW/25/0179 – **20 Sutton Park Road** – Demolish existing ground floor rear lean-to and erection of part two storey part single storey rear extension, relocate existing steps for first floor maisonette and new advertising sign on the side of the building for Mr D Archer.

Planning Applications received in week commencing Monday 16 June 2025

SDNP/25/01966/FUL – **Land to North of Eastbourne Road** – The creation and use of a temporary construction compound including access onto the A259, car park, storage yard, welfare and office facilities to the support the Exceat Bridge Replacement (SDNP/21/02342/FUL) development for East Sussex County Council.

NOTE: In 2023, this Committee supported a similar application for this property

(**SDNP/23/04375/FUL** which later went on to be withdrawn) and, as South Downs National

Park Authority's (SDNPA) Landscape Officer suggested in their concerns, requested for SDNPA to make compensatory improvements to the much-used path along the highway verge from the top of the hill, the built boundary of Seaford and the national park boundary, to the bridge. The full Seaford Town Council response can be found here for information -

<https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=S2OFOSTUIUZ00>

Planning Applications received in week commencing Monday 23 June 2025

LW/25/0275 – **4 The Close** – Erection of a porch for Mr & Mrs Hale.

NOTE: A Certificate of Lawful Development was recently granted at this property for a rear garden room ([LW/25/0274](#)).

Tree Works Applications

TW/25/0057/TPO – **Greenholm, Chyngton Lane** – T12 Holm Oak at front entrance: reduce side limbs by up to 4 metres, basal decay evident, to keep tree at reasonable size for location for Mr Meredith.

5. Update Report

To consider report 51/25 reporting on decisions taken by Lewes District Council since the last meeting on applications previously considered by the Committee (pages 6 to 10).

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 relevant to an item on the agenda for this 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:	51/25
Agenda Item No:	5
Committee:	Planning & Highways
Date:	10 July 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 51-25 Appendix A

SCHEDULE OF DECISIONS TAKEN BY LEWES DISTRICT COUNCIL SINCE THE COMMITTEE'S LAST MEETING ON 12 June 2025

Approvals – No Objections from Seaford Town Council

LW/25/0136 – 12 Upper Belgrave Road – Use of existing single storey side extension as a residential annex.

LW/25/0189 – Scotsdale, Eastbourne Road – Replacement of existing conservatory with single-storey rear/side extensions.

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.

LW/25/0209 – 2 Farm Close – Installation of 1no. rear dormer.

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.

LW/25/0117 – 50 Carlton Road – First floor side extension/ground floor infill to covered area.

LW/25/0261 – 14 Kedale Road – Erection of single storey rear extension.

LW/25/0276 – Bormes Marine Parade – Conversion of existing garage.

Approvals - Objection from Seaford Town Council

LW/25/0088 – 66 Homefield Road – Erection of porch at side elevation, addition of 1no. dormer at front, 1no. dormer and 1no. Juliet balcony at rear, addition of painted render finish at ground-floor level, moving front door to the side.

Seaford Town Council's Grounds for Objection: *The proposal for the front dormer goes against GB04 of the Seaford Neighbourhood Plan which stipulates under Dormers and Roof-lights: "Dormer windows will not be permitted on front or side roof slopes where they would unbalance a building or disrupt the continuity of a terrace or group." It is noted that there is a property in the same road which does have a similar front dormer, however this was prior to the adoption of the Seaford Neighbourhood Plan.*

Reasons for Lewes District Council approval: Not yet known, Officer's Report and Decision Notice not uploaded to Planning Portal at the time of writing.

LW/25/0191 – Cotmandene, Cuckmere Road – Garage extension to form annex and single storey rear extension to main dwelling and associated hard and soft landscaping.

Seaford Town Council's Grounds for Objection: The conversion of the existing garage to form a self-contained annex goes against GB06 within the Seaford Neighbourhood Plan.

There is no mention in the application as to what this annex will be used for, and with it being easily accessed independently and visually divorced from the main dwelling, there is concern that it will not be used for ancillary purposes and therefore not subservient to the main dwelling.

If consent were to be granted, it should be subject to a condition tying the use of the annex to the main dwelling and specifically prohibiting use as a separate dwelling.

The Committee had no objections to the single story rear extension to the main dwelling.

Reasons for Lewes District Council's approval: It was decided that the annex will have a close relationship to the main dwelling and LDC has set the following condition:

2. Ancillary Use

The outbuilding extension / annexe hereby permitted shall at no time be used as a holiday let or as a separate unit of residential accommodation and shall be used solely for purposes incidental to the occupation and enjoyment of the dwelling known as Cotmandene and not for any trade or business purposes.

Reason: In order to protect residential amenity and the character of the surrounding area and to prevent the establishment of a substandard unit in accordance with LLP1 policy CP11, LLP2 policies DM25, DM28 and para. 135 of the NPPF.

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.

Seaford Town Council's Grounds for Objection: The fence being out of character with the area. The Committee expressed concerns about the lack of detail about the fence within the amended design and access statement, whether there are any covenants regarding the boundary height on the property, and what is being gained from such a small increase in height from the wall in front to the fence.

The Committee requested that, if Lewes District Council is minded to approve the application, a condition is applied for a hedge to be planted between the wall and fence. Would need to look at any covenant on the property concerning the height allowable.

Reasons for Lewes District Council's approval: *The fence is considered permitted development and therefore not a material consideration in determining this application.*

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/25/0042/TPO – 7 St Marys Close – T1 - Sycamore - Pruning/trimming by 2-3m
- Approved**

Withdrawn Applications

LW/25/0217 – Diellas Restaurant, Dane Road – Change of use from restaurant to 2-bedroom visitor accommodation at ground floor.

SDNP/24/03098/FUL – Rookery Shaw, Bishopstone Road, Bishopstone –

Opening up of vehicular access, installation of hard standing and installation of shipping container. Replanting/reconstituting of any disturbed ground or verges.

Appeals

None at the point of writing.