

Seaford Town Council Planning & Highways Agenda – 2 October 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 2 October 2025** at **7.00pm**, which you are summoned to attend.

Steve Quayle

Town Clerk

24 September 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 25 August 2025

<u>LW/25/0499</u> - **Bishopstone Railway Station** - New double door between station building lobby and footbridge to match existing main entrance doors for Mr G McKirdy.

<u>LW/25/0510</u> & <u>LW/25/0511</u> - **15 Pelham Road** - Planning and Listed Building Consent - Conversion of the existing Grade 2 Listed dwelling to create 1no. 2-bedroom dwelling and 1no. 4-bedroom dwelling, with associated internal alterations for Ms A Roberts.

<u>LW/25/0517</u> - **41 North Way** - Single storey rear and side extension with fenestration alterations for Mr Everest.

Planning Applications received in week commencing Monday 1 September 2025

<u>LW/25/0528</u> - **25 Sutton Drove** - Loft Conversion including rear flat roof dormer and 2no front pitched roof dormers and change of hipped roof to an end gable for Mr D. Williamson.

Planning Applications received in week commencing Monday 8 September 2025

<u>LW/25/0500</u> - **6 Buckle Rise** - Erection of single-storey side extension, hip to gable roof extension at front and rear elevations, addition of recessed balcony to front, 1no. side dormer and 1no. rooflight at rear for Mrs A Sharif.

<u>LW/25/0535</u> - **2 Princes Close** - Removal of existing front porch and rear lean-to structure, loft conversion, erection of detached garage, addition of driveway and alterations to fenestration at all elevations for J Hobson.

Planning Applications received in week commencing Monday 15 September 2025

<u>LW/25/0541</u> - **24 Downsview Road** - Replacement of existing conservatory with single and two-storey rear extensions, erection of detached single-storey outbuilding at the back garden, replacement of existing front porch, extension of drop kerb, associated hard/soft landscaping and alterations to fenestration for Mr. A. Bowmar and Ms. S. Gillies.

<u>LW/25/0539</u> - 9 Mallett Close - Installation of fibre cement cladding over existing brickwork to front and rear elevations for K Dewhurst.

Planning Applications received in week commencing Monday 22 September 2025

<u>LW/25/0543</u> - **5 Chyngton Road** - Proposed detached store to the rear garden for S Leppard.

Tree Works Applications

<u>TW/25/0083/TPO</u> - **3 Sycamore Close** - T1 – Pine - Fell to ground due to twisted trunk making unsafe in high winds for Mr D Calver.

5. Road Closure Applications for events in November 2025 and Seaford Street Markets February 2026 to December 2026

To consider report 84/25 presenting details of proposed road closure applications for events in November 2025 and Seaford Street Markets February 2026 to December 2026 (pages 6 to 9).

6. <u>Update Report</u>

To consider report 80/25 reporting on decisions taken by Lewes District Council since the last meeting on applications previously considered by the Committee and any 'for information' updates on Highway Matters (pages 10 to 19).

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 <u>Town Council's YouTube channel</u>, 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.



Report No:	84/25
Agenda Item No:	5
Committee:	Planning & Highways
Date:	2 October 2025
Title:	Road Closure Applications for events in November
	2025 and Seaford Street Markets February 2026 to
	December 2026
By:	Isabelle Mouland, Community Engagement and
	Democratic Services Manager
Purpose of Report:	To present details of proposed road closure
	applications for events in November 2025 and
	Seaford Street Markets in 2026

Actions

The Committee is advised:

 To consider the road closure applications for Remembrance Sunday and Seaford Christmas Magic in November, and for Seaford Street Market from February 2026 to December 2026.

Recommendations

The Committee is recommended:

- 1. To note the three Town Council applications.
- 2. To consider and comment on the application for Seaford Street Markets from 14 February 2026 to 12 December 2026.

1. Information

- 1.1 Lewes District Council has notified the Town Council of four applications for temporary road closures for three events in November 2025 and for Seaford Street Markets from 14 February 2026 to 12 December 2026.
- **1.2** The applications are set out below.

2. Town Council Road Closure Applications (for noting)

2.1 Remembrance Sunday – Sunday 9 November 2025

- 2.2 This is 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 – Saturday 29 November 2025

- 2.5 This is the Town Council's own application to facilitate the Seaford Christmas Magic event all day in the town centre, as follows:
 - Broad Street from the junction with Clinton Place to junction with High Street
 - Saxon Lane from junction with High Street to junction with Steyne Road
 - Place Lane from junction with Church Street to junction with Broad Street
 - Church Street From junction with Dane Road to junction with Steyne Road
 - South Street from junction with Church Street to junction with High Street
 - High Street from junction with South Street to Junction with East Street
 - Croft Lane from junction with Broad Street to junction with East Street
 - Sutton Road from Junction with Broad Street to junction with East Street
 - Sutton Croft Lane from junction with Croft Lane to junction with Sutton Road
 - West Street (access only for parking and police station) from junction with Pelham Road to junction with Church Street.
 - The closures will run from 6.00am to 8.00pm

2.6 As the application is submitted by the Town Council it is reported for **noting** only.

2.7 Seaford Christmas Magic Lantern Parade – Saturday 29 November 2025

- 2.8 This is the Town Council's own application to facilitate the Seaford Christmas Magic lantern parade, as follows:
 - East Street from the junction with High Street to the junction with Mercread Road; the length of Mercread Road.
 - The closure will run from 4.00pm to 5.30pm
- **2.9** 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 the junction with West Street to the Crypt Gallery.
- **3.3** The closure will run from 7.00am to 5.00pm.
- 3.4 Saturdays: 14 February 2026; 28 February 2026; 14 March 2026; 28 March 2026; 11 April 2026; 25 April 2026; 9 May 2026; 23 May 2026; 13 June 2026; 27 June 2026; 11 July 2026; 25 July 2026; 8 August 2026, 22 August 2026; 12 September 2026; 26 September 2026; 10 October 2026; 24 October 2026; 14 November 2026; 28 November 2026; 12 December 2026.
- 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.
- 3.6 The Seaford Street Market's current street licence ends in March 2026 and the Assets & Facilities Committee resolved in July 2025 that a consultation will take place in early 2026 to inform a decision on the issuing of a street market licence for 2026.

4. Recommendations

4.1 The Committee is requested to note the three 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, Community Engagement and Democratic Services Manager.



Report No:	80/25
Agenda Item No:	6
Committee:	Planning & Highways
Date:	2 October 2025
Title:	Update Report
Ву:	Isabelle Mouland, Community Engagement and
	Democratic Services Manager
Purpose of Report:	To notify the Committee of decisions taken by the
	Planning Authority on planning applications
	previously considered by the Committee, and any
	'for information' updates on Highway matters

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, decisions on planning applications, and updates on highway matters.

1. Information

- 1.1 The attached schedule at Appendix A lists the decisions taken by Lewes District Council (LDC) and South Downs National Park Authority (SDNPA) since the last Committee meeting on applications previously considered by this Committee.
- **1.2** The attached correspondence at Appendices B, C and D advise that East Sussex County Council has formally adopted the highway works completed

at the Newlands development (a new mini roundabout, zebra crossing on the A259 and puffin crossing on Alfriston Road) and that the works are now accepted as highway maintainable at public expense.

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 80-25 Appendix A

SCHEDULE OF DECISIONS TAKEN BY LEWES DISTRICT COUNCIL SINCE THE COMMITTEE'S LAST MEETING ON 4 SEPTEMBER 2025

Approvals - No Objections from Seaford Town Council

LW/25/0415 - 49 Alfriston Road - Drob Kerb and installation EV charging point.

LW/25/0416 - 9 Kingston Close - Single storey front and rear extension.

LW/25/0432 - 70 Homefield Road - Single storey rear extension.

LW/25/0385 - 1 Findon Close - Enlargement of single storey rear extension.

LW/25/0390 - 28 Carlton Road - Convert garage into annex.

LW/25/0420 - The Shore, 7 Dane Road - Change of use from pub to private members club.

LW/25/0378 - 14 Valley Drive - Partly demolish and replace rear conservatory, rear dormer, loft conversion and rooflights to front elevation.

LW/25/0409 - 45 Sherwood Road - Hip to gable roof extension and conversion with rear dormer and single storey rear extension.

LW/25/0312 - St Leonard's Church Hall, Church Lane - Demolition of church hall and erection of 2no. dwellinghouses.

LW/25/0414 - 11 Hill Rise - Demolish of single storey extension and replace with single storey and two storey extension with fenestration alterations and erection of garden office with associated hard/soft landscaping.

Seaford Town Council additional comments submitted:

Seaford Town Council request that the Planning Authority imposes a condition for the garden office to have a living roof to help integrate the building with the open nature of the surrounding land, being that the property adjoins the boundary of the South Downs National Park.

In response, Lewes District Council has set the following condition:

Living Roof Condition (Garden Office)

Prior to the first use of the garden office hereby approved, a living (green) roof shall be installed in accordance with details that shall first be submitted to and approved in writing by the Local Planning Authority. The living roof shall be retained and maintained thereafter.

Reason: To ensure the development integrates with the surrounding landscape, particularly given its proximity to the South Downs National Park, in accordance with Policy DM30 of the Lewes District Local Plan Part 2.

LW/25/0451 - 37 Hurdis Road - Demolition of an existing garage and link utility room, replacement single storey side extension.

LW/25/0482 - 24 Southdown Road - Detached dwelling to rear (east) fronting Headland Avenue.

LW/25/0388 - 4 Bishopstone Road - Installation of driveway with drop curb.

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.

Seaford Town Council additional comments submitted:

It was noted in the consultation response from the South Downs National Park Authority's (SDNPA) Landscape Officer in the previous application that they had concerns about the longer term damage to the area where the compound will be situated and suggested that some compensatory works could be conditioned. They stated: "I suggest the scheme is conditioned to deliver offsite benefits as compensation. This could be achieved through improved management of the highway estate such as the verges and grassed banks along the road between Seaford and Exceat".

For several years now the Town Council has been making regular efforts (without success) to persuade either East Sussex County Council or SDNPA to make improvements to this 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 path is narrowed by overgrown hedgerows and eroded in places lower down the hill making it dangerous but as it is still the most direct route for walkers and includes, from the top of the hill, the 'opening-out' of the marvellous view of the meanders of the Cuckmere and Cuckmere Haven, it is still extremely popular. It would therefore be entirely appropriate for the SDNPA to adopt its Landscape Officer's suggestion and condition improvements to this path.

There was no response to this request.

<u>Approvals – Objection from Seaford Town Council</u>

LW/25/0438 - 7 Lions Place - 2 storey side extension to form annex accommodation with open under-croft area to lower ground - Resubmission of LW/24/0734.

Seaford Town Council objected on the following grounds:

- Although this revised proposal has set the extension back from the main dwelling, the proposed annexe accommodation still proposes a size, scale, siting and design that is not considered incidental to the enjoyment of the main dwelling, continuing to be capable of severance.
- It continues to propose a development that would result in the siting of the largescale extension on an end of terrace plot which would be an overdevelopment of the site that would overwhelm the main dwelling.
- This application is still contrary to policies DM25 and DM28 of the Lewes Local Plan Part 2 and SEA2 of Seaford Neighbourhood Plan and the Seaford Design Guidelines.

Lewes District Council reason for approval:

"On balance, the proposed extension is considered to be a subservient addition to the host dwelling. The design has been revised to reduce its visual impact, and it maintains a functional and ancillary relationship with the main house. The proposal is therefore considered acceptable and compliant with Policies DM25, DM28, DM29 of the Lewes Local Plan Part 2, SEA2 of the Seaford Neighbourhood Plan, and the Seaford Design Guidelines."

The following condition has been set:

"Ancillary Use of Annexe:

The annexe hereby permitted shall not be occupied at any time other than for purposes ancillary to the residential use of the dwelling known as 7 Lions Place, Seaford, and shall not be sold, let, or otherwise occupied as a separate unit of accommodation."

Refusals – Objection from Seaford Town Council

None at the time of writing.

Refusals – No Objection from Seaford Town Council

None at the time of writing.

Tree Works Applications

TW/25/0054/TCA - 6 Blatchington Hill - T1 - Beech - reduce overhang of 3 branches to growth points by 3-4m - to bring them into a good shape with other branches T2 - Sycamore - reduce overhang of 2 branches to branch collar by 7-8m.

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.

TW/25/0073/TPO - 16 Manor Road North - T2 - Sycamore - balance shape crown by approximately 2.5 metres - Elm tree adjacent has misshapen - to balance crown. TW/25/0075/TPO - 9 Wilkinson Way - T4 - Holm Oak - Reduce crown to previous pruning points due to oversized for residential gardens.

Withdrawn Applications

None at the time of writing.

Appeals

None at the time of writing.

Report 80/25 Appendix B

Communities Economy and Transport

Rupert Clubb BEng(Hons) CEng MICE Director County Hall St Anne's Crescent Lewes East Sussex BN7 1UE

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FAO Peter Clifton (Bellway Homes-Kent)
Bellway Homes Ltd
Woolsington House
Woolsington
Newcastle Upon Tyne
NE13 8BF

Date 4th September 2025

please contact our ref your ref

Dan Witcher S1/303 Email: dan.witcher@eastsussex.gov.uk

Dear Sirs

Land at Newlands School, Eastbourne Road, Seaford S278 AGREEMENT UNDER THE HIGHWAYS ACT 1980 – 5th March 2021 Creation of new mini roundabout access, zebra crossing on A259 & installation of Puffin crossing on Alfriston Road

ISSUE OF FINAL CERTIFICATE (Phase 1 & Phase 2)

Further to your recent request and in accordance with the above Agreement, (Ref.) PH/CT505.471/SL, I hereby issue the Final Certificate for the above works.

I confirm that the works are now accepted as highway maintainable at public expense.

In accordance with Clause 4.1, I have asked our Legal Services Team to write to the Surety to request release of the remaining Bond sum. They will send you confirmation of this shortly.

Yours faithfully

Michelle Edser

Transport Development Planning Team Manager

See overleaf for circulation list...

Cc by email to:

Michelle Edser
Mark Weston
County Councillor
Lewes DC Planning Department
Seaford Town Council
ESCC Highway Searches
ESCC Asset Management
ESCC Traffic & Safety
ESH Street Lighting
ESH Inspection & Enforcement
ESH Customer Services

ESH Customer Services
ESH Traffic Signals
ESCC Legal Services

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