



Seaford Town Council

Seaford Town Council Planning & Highways Agenda – 9 April 2026

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 9 April 2026** at **7.00pm**, which you are summoned to attend.

Steve Quayle

Town Clerk

1 April 2026

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**
- The meeting will be recorded and uploaded to the Town Council's YouTube channel shortly after the meeting
- See the end of the agenda for further details of public access and participation
- Councillor queries on agenda items should be reserved for the meeting so the answer and any subsequent points are shared with all councillors. If however a councillor has a question that officers may need to know in advance to prepare a response, please send this through the contact officer of the report so an answer can be prepared to be shared verbally at the meeting, rather than in advance of the meeting via email

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 validated between 2 March and 30 March for the Committee to consider and comment on as a statutory consultee are as follows:

Planning Applications

[LW/26/0107](#) – **37 Stafford Road** – Application under Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 3, Class MA - to determine if prior approval is required for change of use from veterinary surgery (Class E) to dwellinghouse (Class C3) for Ms Bedrood.

[LW/26/0077](#) – **3 Sutton Park Road** – Change of use of part ground floor from financial services Class E(c)(i) to retail Class E(a), and part ground and first floor from financial services Class E(c)(i) to dwellings Class C3 to provide 3no. self-contained flats and 2no. commercial units; rear extension to existing staircase well, alterations to the front and rear elevations including fenestration and solar panels, and provision of integrated waste storage to front for Mr D Archer.

[LW/26/0053](#) – **131 North Way** – Replacement of existing conservatory with single-storey rear extension, enlargement and conversion of existing side garage to provide more habitable space, installation of 2no. rooflights and alterations to fenestration at side elevation for Mr K Apostolov.

[LW/26/0038](#) – **84 Marine Parade** – Extension of existing rear dormer and modifications to roof for M Jones.

[LW/26/0123](#) – **60 Belgrave Crescent** – Erection of two-storey front and single-storey side extensions, addition of front porch (AMENDED DESIGN TO APPROVED LW/25/0639) for Mr R Fay.

NOTE – This Committee raised no objections to [LW/25/0639](#)

Tree Works Applications

[TW/26/0014/TPO](#) – **Robin Post, 17 Firle Road** – T1 - Sycamore - bifurcated stem up to 1.5 metres - weak fork to base - crown reduce by approximately 2.5 to 3.0 metres - causing damage to boundary wall and lifting paving by conservatory; T2 - Sycamore - twin stem at 1.2 metres - decay pocket at crotch (weak point) - crown reduce by 2.5 - 3.0 metres approximately - causing damage to boundary wall and damage to garage roof for Mr Cawley.

NOTE – This Committee objected to application [TW/26/0013/TPO](#) for this same property at its last meeting. TW/26/0014/TPO is an amended application.

5. [Update Report](#)

To consider report 204/25 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.

There is a lift for those requiring it to access the first floor. Please note that motorised scooters cannot be brought into the lift. Electric and other wheelchairs can be accommodated but there is a maximum weight limit of 400kg.

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:	204/25
Agenda Item No:	5
Committee:	Planning & Highways
Date:	9 April 2026
Title:	Update Report
By:	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 this 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 and decisions on planning applications.

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.

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 204-25 Appendix A

SCHEDULE OF DECISIONS TAKEN BY THE PLANNING AUTHORITY SINCE THIS COMMITTEE'S LAST MEETING ON 12 MARCH 2026

Approvals – No Objections from Seaford Town Council

LW/25/0690 – Environment Agency, Marine Parade – Removal of portacabins and erection of two-storey office and welfare building.

LW/25/0732 – 9A Sutton Park Road – Second floor roof conversion from pitched roof to mansard roof to form additional bedroom/bathroom.

LW/26/0018 – 3 Meadow Way – Single storey first floor rear extension, replacement of existing conservatory with two storey rear extension, and alterations to existing fenestration.

LW/26/0030 – 35 Connaught Road – Extension of existing side dormer, addition of 1no. rear dormer and replacement of first-floor window at front elevation.

LW/26/0045 – 25 Carlton Road – Single storey ground floor front infill extension.

LW/26/0047 – 12 Lindfield Avenue – Replacement of existing garden building with associated landscaping.

LW/26/0059 – 15 Mercread Road – Demolition of existing single story side and rear extension and the erection of a single storey side and rear extension and front porch.

LW/25/0746 & LW/25/0747 – 41 Steyne Road – Erection of single-storey side infill extension at the rear courtyard space, alterations to fenestration and internal space.

Approvals – Objection from Seaford Town Council

None at the time of writing.

Refusals – Objection from Seaford Town Council

LW/25/0730 – 9 Sutton Park Road – Single storey rear ground floor parapet walled extension to form a new cafe/bar premises.

LDC's reason(s) for refusal - The proposed development, by reason of its design, location, and nature of use, would result in significant harm to the character of the area and the amenity of neighbouring residential occupiers. It fails to comply with the relevant policies of the NPPF, Lewes District Local Plan, and Seaford Neighbourhood Plan.

LW/25/0612 – Little Chyngton, Chyngton Lane – Erection of single storey front and rear extensions, garage conversion and demolition of existing outbuilding and replacement with new outbuilding.

LDC's reason(s) for refusal - *The proposed outbuilding by virtue of its excessive height scale and massing and its proximity to neighbouring residential boundaries would form an overbearing and visually dominant structure resulting in harmful overshadowing loss of outlook and reduction in residential amenity contrary to DM28. Its scale and form would fail to respect the spacious semi rural character of Chyngton Lane and would harm the setting of the nearby Chyngton Conservation Area contrary to policies CP11, DM25, DM29 and Seaford Neighbourhood Plan Policy SEA2 Seaford Design guide policy GB06. The development is therefore contrary to the Development Plan when read as a whole.*

Refusals – No Objection from Seaford Town Council

LW/25/0614 – 42 High Street – Change of use of ground floor from former cafe to residential use to create a single dwelling by incorporating the existing upper maisonette. (Prior Approval Application)

LDC's reason(s) for refusal - *Based on the information available to the council, it has not been demonstrated that the ground floor of the building was in a Class A1 (shops) or Class A3 (food and drink) use, or any other Class E use, for a continuous period of at least two years prior to the date of the application. Evidence from council tax records, correspondence received, Google Street View imagery and publicly available short term letting listings indicates that the premises have been in residential or short term accommodation use for a significant part of that period. The proposal therefore does not meet the eligibility requirements of Class MA.1(b) of the General Permitted Development Order. As a result, the proposed change of use cannot be considered permitted development under Class MA and prior approval cannot be granted.*

Tree Works Applications

TW/26/0001/TPO – 3 Chyngton Lane – T1 - Holm Oak - partial crown reduction by 1m - to prevent damage to garage/fence and clearance from ground by 2.5m - to facilitate access between trunk and garage/fence T2 - Holm Oak - lift crown by 2.5m above ground level - to reduce obstructions in access and partial crown reduction by 1m to improve balance T3 - Holm Oak - lift crown by 2m above ground level - to improve balance of the crown. **Approved**

TW/26/0004/TPO – 12 Steyning Road – T8 and T9 - Holm Oak - reduce and reshape crown by 4m - to prevent branches from overhanging to private garden.

Approved

TW/26/0005/TCA – Sussex Cottage, Upper Belgrave Road – G1 - 8 Nos. - Acer Trees - Re-pollard to previous points - To prevent overhanging on driveway and neighbour's private garden. **Approved**

Withdrawn Applications

None at the time of writing.

Appeals

None at the time of writing.