



Seaford Town Council

Seaford Town Council Planning & Highways Agenda – 18 November 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 18 November 2025** at 7.00pm, which you are summoned to attend.

Darryl Keech
Deputy Town Clerk
12 November 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**
 - 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.
- 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 20 October 2025

[SDNP/25/03832/CND](#) - **Calf Barn, The Street, Bishopstone** - Variation of condition 2 (Approved plans) relating to approval [SDNP/24/02462/FUL](#) - Changing the new east facing entrance roof from flat to pitched, omitting one rooflight on the eastern pitch, adding two rooflights on the north west section of roof, changing one west facing window into double doors, widening a proposed door, adjustments to height of west facing windows, moving the wood burner flue away from the ridge of the roof for Mr Hammick.

NOTE: This Committee supported SDNP/24/02462/FUL for the barn structure to become an artists studio. However, commented that due to this being in a conservation area and in line with Seaford Neighbourhood Plan policy SE05 and SEO6, the Committee recommended that the exterior materials are reconsidered to be in keeping with the exterior materials currently in this area such as flint, redbrick and black board cladding.

[LW/25/0624](#) - **8 Hastings Avenue** - Replacement of existing conservatory with single-storey rear extension, removal of existing detached shed and garage and replacement with side porch, enlargement of existing side window for L Parsons.

Planning Applications received in week commencing Monday 27 October 2025

[SDNP/25/04080/FUL](#) - **Chyngton Brooks, Eastbourne Road** - The restoration of intertidal habitat at Chyngton Brooks through the managed breaching of the tidal flood embankment and associated minor earthworks to improve hydraulic functioning and biodiversity for Mr Paul White. This application is subject to Environmental Impact Assessment.

NOTE: At the Town Council's Full Council meeting on 23 October 2025, the Town Council approved the path being redirected across its land, as a result of the managed breaches flooding the current path. The Town Council also approved the path on its land (and future ownership of fences, gates and a bench).

Planning Applications received in week commencing Monday 3 November 2025

LW/25/0610 - 5 Beach Close - Replacement of existing hip roof with full gable ends, addition of 1no. rear double dormer, repositioning of existing front dormer with addition of 1no. window, conversion of existing detached garage into habitable space with erection of side extension and alterations to fenestration to the main house and garage for T Evans.

LW/25/0639 - 60 Belgrave Crescent - Erection of two-storey front and single-storey side extensions, addition of front porch for Mr R Fay.

Tree Works Applications

None received.

5. Update Report

To consider report 100/25 reporting on decisions taken by Lewes District Council 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

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:	100/25
Agenda Item No:	5
Committee:	Planning & Highways
Date:	18 November 2025
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 the Committee, and any 'for information' updates on Highway matters

Actions

The Committee name 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.

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 100-25 Appendix A

SCHEDULE OF DECISIONS TAKEN BY THE PLANNING AUTHORITY SINCE THE COMMITTEE'S LAST MEETING ON 30 OCTOBER 2025

Approvals – No Objections from Seaford Town Council

LW/25/0500 - 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.

LW/25/0510 & LW/25/0511 - 15 Pelham Road - Conversion of the existing Grade 2 Listed dwelling to create 1no. 2-bedroom dwelling and 1no. 4-bedroom dwelling, with associated internal alterations.

LW/25/0539 - 9 Mallett Close - Installation of fibre cement cladding over existing brickwork to front and rear elevations.

Approvals – Objection from Seaford Town Council

None at the time of writing.

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

None at the time of writing.

Withdrawn Applications

None at the time of writing.

Appeals

None at the time of writing.