



Seaford Town Council

Agenda

Planning & Highways Committee Meeting

Tuesday 7 July 2026

To the Members of the Planning & Highways Committee, you are summoned to attend a meeting as follows:

Meeting Date	Tuesday 7 July 2026
Meeting Time	7.00pm
Meeting Venue	Council Chambers, 37 Church Street, Seaford, BN25 1HG
Members	Councillors L Wallraven (Chair), L Boorman (Vice Chair), C Bristow, R Buchanan, O Honeyman, R Honeyman, J Lord, S Markwell, and R Stirton

Steve Quayle, Town Clerk

1 July 2026

PLEASE NOTE:

- For members of the public that have registered to attend the meeting, please see the end of the agenda for further details of public access and participation
- 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
- 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

For further information about items on this Agenda please contact:

Email: meetings@seafordtowncouncil.gov.uk

Telephone: 01323 894 870

Postal Address: Seaford Town Council, 37 Church Street, Seaford, BN25 1HG

AGENDA

1. Apologies for Absence

To receive details of any apologies for absence.

To approve or not the reasons for absence.

Please see the Information for Councillors at the end of this agenda for supporting information on this.

2. Disclosure of Interests

To receive any disclosure by councillors of interests that they are aware of in relation to matters on the agenda, whether registered or not, and confirmation of any procedural steps they will take because of this.

Councillors arriving late in the meeting will be asked to confirm if they have any interests to disclose at the point that they arrive.

Please see the Information for Councillors at the end of this agenda for supporting information on this.

3. Public Participation

To deal with any questions, or brief representations, from members of the public physically in the meeting room, in accordance with relevant legislation and Town Council Policy.

4. [Town Council Response to Lewes District Parking Review 2026 Informal Consultation](#)

To consider report 57/26 seeking agreement of the Town Council's response to the County Council's Lewes District Parking Review Informal Consultation (pages 5 to 8).

5. Planning Applications – For Comment

The planning and/or tree works applications received since the last Committee meeting on 11 June, for the Committee to consider and comment on as a statutory consultee are as follows:

Planning Applications

[LW/26/0292](#) – 3 Surrey Road – Garage conversion and single storey side extension for J Jenkins.

[LW/26/0299](#) – 21 Rookery Way – First floor extension including raising of the roof pitch, 2No. front dormers, 1No. front Juliette balcony dormer, and 1No. rear dormer for J Adams.

[LW/26/0316](#) – 16 Hill Rise – Single storey rear extension for D Fraser.

Tree Works Applications

[TW/26/0040/TPO](#) – Oakdene, 36 Firle Road – T1 - Oak tree - Crown reduction by 2 m - To stop overcrowding and to enhance sunlight for Mr G Durnford.

6. [Update Report](#)

To consider report 40/26 reporting on decisions taken by Lewes District Council since the last meeting on applications previously considered by the Committee (pages 9 to 12).

INFORMATION – MEMBERS OF THE PUBLIC

Public Access:

Members of the public looking to access this meeting will be able to do so by:

1. Attending the meeting in person.

Due to health and safety restrictions, the number of public in attendance will be limited. The Town Council therefore 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:

Public participation must take place in person during the designated agenda item or immediately prior to the planning application to which your comments relate. Members of the public may make a verbal statement relevant to an agenda item, for up to four minutes, when invited by the Chair. Speakers do not have to give their name and will be guided by the Chair on when to speak. Statements are recorded in summary form in the minutes of the meeting (without personal details) and public participation will normally last no more than 20 minutes, with the Chair having overall discretion.

The full version of the Town Council's Public Participation Policy can be viewed on the [Town Council's website](#).

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 councillors. Comments can be submitted by email to planning@seafordtowncouncil.gov.uk or by post to the Town Council offices.

INFORMATION – COUNCILLORS

Councillor Questions:

Councillor should normally raise queries at the meeting so responses are shared with everyone. If a question needs advance preparation, it should be sent to the report's contact officer beforehand so it can be answered verbally at the meeting.

Councillor Apologies for Absence:

Section 85 of the Local Government Act requires that councillors must attend meetings regularly and that failure to attend any meetings for six consecutive months without an approved reason may lead to disqualification. Apologies must be submitted directly to an officer in advance, include a reason, and be formally approved by the meeting to be recorded. Apologies received late can be considered at the next appropriate meeting, but absences without a reason cannot be approved.

Councillor Interests:

Please see the [Town Councillor Interests Guide](#) for information about what interests councillors must declare, when those interests become a problem for decision-making, and what councillors must do if they have them.



Seaford Town Council

Report Number:	57/26
Agenda Item Number:	4
Meeting:	Planning & Highways
Date:	7 July 2026
Title:	Town Council Response to Lewes District Parking Review 2026 Informal Consultation
Strategy Programme Ref:	N/A
Purpose of Report:	To agree the Town Council's response to the County Council's Lewes District Parking Review Informal Consultation
Contact Officer:	Steve Quayle, Town Clerk
Supporting Documents:	Appendix A – Officer recommended responses

Officer Recommendations

1. To approve the officer recommended responses to the Lewes District Parking Review, and delegate authority to the Town Clerk to respond on behalf of the Town Council.

1. Introduction

- 1.1** Approximately every 14 months, East Sussex County Council undertakes a parking review on the districts and boroughs within the county where it undertakes Civil Parking Enforcement; not including Wealden District.
- 1.2** In the lead up to February 2026, the County Council requested interested parties to propose new parking controls within the Lewes District area.
- 1.3** Following a consultation undertaken by the Town Council in December 2025 and January 2026, and an informal meeting of Councillors in early February, on 12 February 2026 this Committee formally proposed 15 substantive parking controls across the town, alongside submitting some general comments and some other requests received from residents. The details of this are available on the [Town Council's website](#).

2. Information

- 2.1** In early June, the County Council advised which of these proposals they are “progressing”. Many of the proposals put forward by the Town Council have not been taken forward for a variety of reasons, and the Town Council regrets that ten of its proposals have been rejected, all of which were believed to be important developments.
- 2.2** However, the County Council are “progressing” with five of those put forwards. Accordingly, the County Council created an informal consultation on the proposals which ran between 12 June and 3 July.
- 2.3** Officers believe it is key for the five remaining proposals to be widely supported, to encourage the County Council to deliver those proposals. The County Council has made it clear that these proposals being “progressed” does not mean they will definitely go ahead. Instead, only those which elicit significant support will be taken forward.
- 2.4** To that end, officers have enlisted the help of Town, District and County Councillors that represent Seaford to lend their voice to supporting the proposals. In addition, officers have enlisted the help of residents to support these proposals by promoting the informal consultation across the Town Council’s social media channels.
- 2.5** The County Council have agreed to a short extension for this Committee to submit its response to the consultation, given the scheduled meeting dates did not work within the timeframe of the informal consultation.

3. Town Council Proposed Responses

- 3.1** Officers have prepared responses to the five proposals, and these are detailed at **Appendix A**.
- 3.2** Councillors are recommended to discuss and amend these proposed responses, if appropriate, to agree the Town Council’s final response, and to delegate power to the Town Clerk to respond on behalf of the Town Council.

4. Financial Appraisal

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

**Officer proposed responses to
Lewes District Parking Review Informal Consultation**

Esplanade, Map 20 (Turning circle and access to/from): Double yellow lines at turning circle and along Esplanade on both sides to southern end of Cliff Gardens

Are you in favour of the proposed changes: **YES**

Further Comments: **The Town Council believes it is imperative that the turning circle remains clear of parked cars, both for large emergency vehicles, and to enable other vehicles to turn around at the dead end. The approach to and from the turning circle is quite narrow and is regularly blocked by parked cars along one side which has the effect of trapping vehicles in the turning circle unable to leave the area due to oncoming traffic, which in turn causes traffic chaos. This proposal would maintain the width of the carriageway for safe two-way vehicle movement.**

Martello Road (Martello Mews Access) Map 20: Double yellow lines to the entrance of Martello Mews

Are you in favour of the proposed changes: **YES**

Further Comments: **Martello Road is a bottleneck area regularly used for parking by beach users and this often blocks access and/or sight lines to Martello Mews. This proposal is crucial to prevent obstruction and to allow safe entry and exit for residents whilst maintaining full width of the carriageway for safe two-way vehicle movements.**

Upper High Street (Business Park Entrance), Map 19: Double yellow lines to allow safer passage to and from the business park.

Are you in favour of the proposed changes: **YES**

Further comments: **To allow safer passage along the narrow road during peak hours, including larger delivery vehicles accessing and exiting the Business Park onto the High Street, which is currently restricted by vehicles parked near the entrance.**

Walmer Road / Hythe Crescent Junction, Map 18: Double yellow lines on this junction

Are you in favour of the proposed changes; **YES**

Further comments: **To allow better sight lines and safer passageway on to a main road used as a bus route, to service the local primary school, for the local post office, well used churches / community halls, in a densely populated residential area.**

Bishopstone Station, Map 16: Blue Badge Parking Bay

Are you in favour of the proposed changes: **YES**

Further comments: **To provide accessible parking for rail users and users of the community hub located within the train station.**



Seaford Town Council

Report Number:	40/26
Agenda Item Number:	6
Meeting:	Planning & Highways
Date:	7 July 2026
Title:	Update Report
Strategy Programme Ref:	N/A
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
Contact Officer:	Isabelle Moulard, Community Engagement and Democratic Services Manager
Supporting Documents:	Appendix A - Schedule of decisions taken by the planning authority since this Committee's last meeting on 11 June 2026

Officer Recommendations

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.

Report 40/26 Appendix A

SCHEDULE OF DECISIONS TAKEN BY THE PLANNING AUTHORITY SINCE THIS COMMITTEE'S LAST MEETING ON 11 JUNE 2026

Approvals – No Objections from Seaford Town Council

LW/26/0185 – 24 Hawth Crescent – Erection of a detached single garage.

LW/26/0070 – Little Chyngton, Chyngton Lane – Installation of 20 to 24 ground mounted solar panels at the south west corner of the garden.

LW/26/0139 – 31 Broad Street – Roof extension to create second floor living space containing 3no. flats.

LW/26/0203 – Advertising Right 2405 0004 Opposite 13 Sutton Park Road – Installation of internally illuminated double-sided digital panels as part of the bus stop advertisement.

LW/26/0233 – 43 Southdown Road – Alterations to first floor side windows.

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, two rear dormers, alterations to the front and rear elevations including fenestration and solar panels (Design amended 15/05).

LW/26/0204 – Advertising Right 2405 0005 Opposite 4 Sutton Park Road – Installation of internally illuminated double-sided digital panels as part of the bus stop advertisement.

LW/26/0210 – Bus Shelter Opposite Micklefield Cottage Eastbourne Road – Installation of internally illuminated double-sided digital panels as part of the bus stop advertisement.

LW/26/0211 – Bus Shelter Station Approach – Installation of internally illuminated double-sided digital panels as part of the bus stop advertisement.

LW/26/0205 – Advertising Right 2405 0008 On Bus Shelter Buckle Bypass – Installation of internally illuminated double-sided digital panels as part of the bus stop advertisement.

Approvals – Objection from Seaford Town Council

None at the time of writing.

Approvals – Deferral from Seaford Town Council

LW/26/0187 – Seaford Football Club, Bramber Road – Installation of advertisement boards to picket fence immediately adjacent to the clubhouse and fascia signage to the clubhouse/football stand.

Reason for deferral: Due to discrepancies between the application notice issued by the Planning Authority and the details published on the Planning Portal. The Planning Portal lists the proposal as per application LW/26/0186, whereas the parish consultation letter received is titled as set out on the meeting agenda. Officers will liaise with the Planning Authority and report back to the Committee.

Refusals – Objection from Seaford Town Council

LW/25/0711 – Land At The Hawth, Surrey Road – Construction of 7no dwellings.

LDC's reason(s) for refusal – The application seeks Permission in Principle for the construction of up to seven dwellings on land designated as Local Green Space under Policy SEA8 of the Seaford Neighbourhood Plan and identified as Private Amenity Open Space under Policy SEA7. While the site lies within the settlement boundary and benefits from access to services and sustainable transport options, these considerations do not outweigh the strong and specific policy protections that apply to the site.

In accordance with paragraph 108 of the National Planning Policy Framework (NPPF), development proposals affecting Local Green Spaces are required to be assessed in a manner consistent with national Green Belt policy set out in Chapter 13 of the Framework. The proposed residential development constitutes inappropriate development within a Local Green Space and does not fall within any of the exceptions identified in paragraph 154 of the NPPF. Furthermore, no very special circumstances, as required by paragraph 153 of the NPPF, have been demonstrated that would clearly outweigh the harm arising from the loss of openness, visual amenity, and landscape function of the site. The development would result in the permanent erosion of an important undeveloped green area within the Hawth Valley, undermining its role as green infrastructure and harming the character and openness of the area. The proposal is therefore contrary to Policies CP8 (Green Infrastructure) and CP10 (Natural Environment and Landscape) of the Lewes District Local Plan Part 1, as well as Policy SEA8 of the Seaford Neighbourhood Plan.

In addition, the proposal would fail to make efficient use of land. The proposed density of approximately 11.9 dwellings per hectare is significantly below the density range

sought by Core Policy CP2 (Housing Type, Mix and Density) of the Lewes District Local Plan Part 1 and conflicts with paragraphs 129 and 130 of the NPPF, which require development proposals to optimise the use of land, particularly where there is an identified need for housing.

Although the proposal would make a modest contribution to housing supply, the site's designation as Local Green Space brings it within the scope of Footnote 7 of the NPPF. As such, the presumption in favour of sustainable development set out in paragraph 11 of the NPPF does not apply. When considered in the planning balance, the harm arising from the loss of designated Local Green Space, the adverse impact on openness and landscape character, and the failure to make efficient use of land significantly and demonstrably outweigh the limited benefits associated with the provision of seven dwellings.

The proposal is therefore unacceptable in principle, and permission in principle should be refused.”

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

6009869 – 33 Sherwood Road - Change of use from single family dwelling to two self-contained flats.

An appeal has been made to the Secretary of State against the Refusal to Grant planning consent. The appeal will be determined based on Written Representations. There is no opportunity for Seaford Town Council to submit further comments at this stage and its previous written representation has been forwarded to the Planning Inspectorate.

Noted at this Committee's previous meeting, no further updates.

6008233 – Little Chyngton, Chyngton Lane - Erection of single storey front and rear extensions, garage conversion and demolition of existing outbuilding and replacement with new outbuilding.

Noted at this Committee's previous meeting, no further updates.