



## Seaford Town Council

### To Members of the Planning & Highways Committee

A meeting of the **Planning & Highways Committee** will be held at the **Council Chamber, 37 Church Street, Seaford, on Thursday, 22 November 2012, at 7.00 pm**, which you are requested to attend.

S. Shippen  
Town Clerk  
16 November 2012

1. **Apologies for Absence and Declaration of Substitute Members**
2. **Minutes**  
To approve the minutes of the meeting held on 1 November 2012.
3. **Disclosure by Members of any discloseable 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.**

4. **Public Participation**

In accordance with Standing Order 1 and Seaford Town Council Policy members of the public will be entitled to speak on general issues concerning this Committee on non-planning application matters at this point. People wishing to speak on planning applications may do so immediately before each planning application.

5. **Planning Applications**

To consider planning applications in respect of Seaford.

Planning Applications week ending 26 October 2012

<b>Seaford</b> LW/12/0851	<b>Sutton Garages Alfriston Road</b> Planning Application - Demolition of Sutton Garages & erection of nine x three bedroom dwellings, together with garages, parking spaces and access road for Funnell Properties
<b>Seaford</b> LW/12/0852	<b>25 Heathfield Road</b> Planning Application - Erect an enclosing balustrade including obscure glass panels on flat roof at rear for Mr R Downing
<b>Seaford</b> LW/12/0857	<b>The Old House Depository Claremont Road</b> Planning Application - Construction of 35 dwellings (26 x open-market and nine x affordable) accessed from Claremont Road and Station Approach with associated parking and hard and soft landscaping for Cross Stone Homes

Planning Applications week ending 2 November 2012

**Seaford**                      **2 Dane Road**  
LW/12/0869                      Planning Application - Change of use from A1 retail to A3 restaurant and cafe for Mr R Pavey

**Seaford**                      **Land Adjacent To Buckle Lodge Marine Parade**  
LW/12/0878                      Planning Application - Erection of chalet bungalow with detached double garage for Mr & Mrs B Wells

Planning Applications week ending 9 November 2012

**Seaford**                      **25 South Way**  
LW/12/0884                      Planning Application - Erection of two storey rear extension, alterations to roof height and two dormer windows to front for Mr G Thomas

**Seaford**                      **7 Lullington Close**  
LW/12/0887                      Planning Application - Demolition of existing conservatory and erection of single storey rear extension, loft conversion with rear dormer and raised decking to rear elevation for Mr R Mahoney

Tree Works Applications outside South Downs National Park

**Seaford**                      **7 Ladycross Close**  
TW/12/0106                      Sycamore (T1 of the Order) - Fell to ground level.  
TPO

**Seaford**                      **1 Bromley Road**  
TW/12/0108/                      5 x Sycamore (G1 of the Order) - Prune back to previous  
TPO                                      pruning points

**Seaford**                      **Homeshore House, 92 Sutton Road**  
TW/12/0113/                      Sycamore (T1 of the Order) - Reduce crown by 25% and  
TPO                                      shape; Weeping Ash (T2 of the Order) - Thin crown by 20%  
and reduce laterals to shape.

**Seaford**                      **Crouch Gardens, East Street**  
TW/12/0114/                      Poplar - reduce various limbs overall by approximately 2m,  
TCA                                      remove 3-4 low branches on the limb over the road.

6.    **Budget 2013-14**  
To consider report 114/12 presenting the draft Committee budget for 2013 – 2014.  
(pages 5 to 7)

7.    **Community Right to Bid**  
To consider report 115/12 concerning the community to right to bid for assets for  
community value. (pages 9 to 14)

For further information about items appearing on this Agenda please contact Mrs S J Shippen, Town Clerk, 37 Church Street, Seaford, BN25 1HG.  
Telephone 01323 894870.

**Circulation:**

**Committee:**

Councillor L Wallraven (Chairman)

Councillor R E Allen (Vice Chairman)

Councillors; A Campbell, B W Groves, A Latham, S E McStravick, R Scarfe, A White and I J White (Ex-officio).

**For information:** Councillors S Adeniji, M F Brown, M Buck, B Burfield, S Dunn, P L Franklin, S J Gauntlett, T Goodman, A Hayder, P Heseltine and B Warren.

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## Seaford Town Council

Report 114/12

<b>Agenda Item No:</b>	<b>6</b>
<b>Committee:</b>	<b>Planning and Highways</b>
<b>Date:</b>	<b>22 November 2012</b>
<b>Title:</b>	<b>Draft Committee Budget for 2013-13</b>
<b>By:</b>	<b>Simon Cooper - Corporate Services Manager</b>
<b>Wards Affected:</b>	<b>All Seaford Wards</b>
<b>Purpose of Report:</b>	<b>To present the draft of the projected outturn for the current financial year and the Committee budget for 2013-14.</b>

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### Recommendations

You are recommended:

1. To review the contents of this report.
  2. To delegate to the Chairman and Vice Chairman of this Committee the authority to agree a final Committee budget for 2013-14 with the Town Clerk and Corporate Services Manager, taking into account the comments of this Committee.
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### 1. Information

- 1.1 The draft of the projected outturn for the current financial year and the Planning & Highways Committee budget for 2013-14 is attached as appendix A.
- 1.2 The following comments should be considered when reviewing this report.
  - (a) *Other expenses* - is expected to cover items such as road closure signs for events.
  - (b) *Bus Shelter maintenance & cleaning* – It is expected that the available budget will be utilised in the current financial year. £750 is considered adequate for 2013-14.
  - (c) *Projects Expenditure* – Projects Expenditure relates to the Grit Bin project previously approved by this Committee.
  - (d) *Additional Items* – Additional items suggested by Members will be presented to Council with the draft budget for consideration at its meeting to approve the Council budget on 17 January 2013.

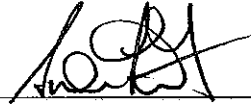
**2. Financial Appraisal**

The financial implications of this report are evident in the attached appendix A.

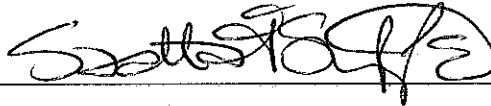
**3. Contact Officer**

The Contact Officer for this report is Simon Cooper, Corporate Services Manager.

Corporate Services Manager



Town Clerk



Account Number	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Final Budget	2012-13 Actual to 30/9/12	2012-13 Projected Outturn	2012-13 Variance	2013-14 Budget
Planning & Highways Cost Centre 301								
4199 Other Expenses	773	9	125	400	155	400	0	400
4262 Tree Warden Expenses	1,914	4,914	2,345	0	0	0	0	0
4263 Bus Shelter Maintenance/Cleaning	393	356	818	750	150	750	0	750
4274 Projects Expenditure	3,750	0	0	3,500	0	3,500	0	3,500
Planning & Highways Expenditure	<u>6,830</u>	<u>5,279</u>	<u>3,288</u>	<u>4,650</u>	<u>305</u>	<u>4,650</u>	<u>0</u>	<u>4,650</u>
1053 Income Grants	216	240	345	0	98	140	-140	0
Planning & Highways Income	<u>216</u>	<u>240</u>	<u>345</u>	<u>0</u>	<u>98</u>	<u>140</u>	<u>-140</u>	<u>0</u>
Net Expenditure over Income	<u>6,614</u>	<u>5,039</u>	<u>2,943</u>	<u>4,650</u>	<u>207</u>	<u>4,510</u>	<u>140</u>	<u>4,650</u>

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## Seaford Town Council

Report 115/12

<b>Agenda Item No:</b>	7
<b>Committee:</b>	Planning & Highways
<b>Date:</b>	22 November 2012.
<b>Title:</b>	Community Right to Bid
<b>By:</b>	Simon Cooper, Corporate Services Manager
<b>Wards Affected:</b>	All Seaford Wards
<b>Purpose of Report:</b>	To inform the Committee of a new power to help communities save local assets of community value.

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### Recommendations

You are recommended:

1. That buildings meeting the criteria be identified by Councillors for inclusion on a list of assets of community value.
  2. To delegate authority to the Town Clerk to consider future nominations.
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### 1. Information

- 1.1 The Parliamentary Under Secretary for State at the Department of Communities and Local Government has recently launched a new power to help communities save local assets of community value.
- 1.2 A building or land is of community value if, in the Council's opinion:
  - (a) The actual main use of the building or land furthers the social interests or social wellbeing of the local community and it is realistic to think that within five years the building or land could be brought back into a use that would further the social interests or social wellbeing of the local community (although not necessarily in the same way as before). or
  - (b) In the recent past, the main use of the building or land furthered the social interests or social wellbeing of the local community and it is realistic to think that within five years the building or land could be brought back into a use that would further the social interests or social wellbeing of the local community (although not necessarily in the same way as before).
  - (c) In this context social interests include cultural, recreational and sporting interests.

- 1.3 The Community Right to Bid allows communities to place a moratorium on the sale of valuable local assets and amenities like post offices, village shops or community pubs, giving communities time to put in a bid to take over the asset and protect it for the wider community benefit.
- 1.4 The new Right gives voluntary, community organisations and parish councils the opportunity to nominate an asset to be included on a list of assets of community value. This will pause the sale of a successfully listed asset for up to six months, giving communities the time to prepare a bid and get a business plan together.
- 1.5 In order to list an asset a short nomination should be submitted to the local authority dealing with planning (LDC) explaining what the asset is, why the asset boosts the social wellbeing of the community and details of the group making the submission. The authority then considers the request and decides whether to put the asset on a list of local 'assets of community value'. If it decides not to list it, it should say why. If the asset is listed and the owner disagrees, the owner could ask the authority to review its decision. If the authority sticks to its decision to list it, the owner could then appeal to a tribunal.
- 1.6 If an asset is listed and the owner decides to sell the asset the authority will inform interested groups who then have six weeks to indicate their intention to make a bid for the asset, up to six months from being informed to prepare and submit a bid. The owner will consider which bid to accept. There is no obligation on the owner to accept any bid.
- 1.7 A copy of the nomination form and associated guidance notes are attached as Appendix A

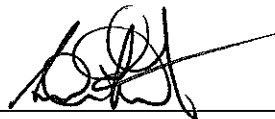
## 2. Financial Appraisal

There are no direct financial implications arising from this report.

## 3. Contact Officer

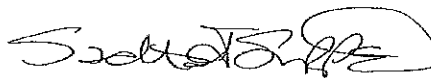
The Contact Officer for this report is Simon Cooper, Corporate Services Manager.

Corporate Services Manager

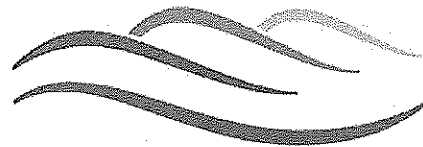


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Town Clerk



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**Lewes District Council**

**ASSETS OF COMMUNITY VALUE:  
COMMUNITY RIGHT TO BID**

**NOMINATION FORM**

Please read the attached notes before completing this form.

**Section 1 – About you**

Your title:  Forename:  Surname:

Address:

Postcode:  Telephone:

Email address:

**Section 2 – About your voluntary or community group**

Name of organisation:

Address:

Postcode:  Telephone:

Email address

Your position in the organisation:

What type of community organisation do you belong to? Please mark the appropriate box.

Neighbourhood forum	<input type="radio"/>	A company limited by guarantee	<input type="radio"/>
Parish Council	<input type="radio"/>	An industrial and provident society	<input type="radio"/>
A charity	<input type="radio"/>	A community interest company	<input type="radio"/>
An unincorporated body with at least 21 members	<input type="radio"/>		

Please state what your organisation does and what its main activities are (a) within the Lewes District and (b) outside the District, if applicable.



Lewes District Council

How many members does your organisation have?

If your organisation has a constitution, please attach a copy with this nomination form.

If the organisation is an unincorporated body, please attach the names and addresses of 21 members who are registered to vote within Lewes District on a separate sheet.

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**Section 3 – About the property to be nominated and its use**

Name and address of the property:

Postcode:

Please provide the following:

- a) A description of the property, its proposed boundaries and its use. If possible, please attach a site plan.

- b) The name(s) of the current occupants/users of the property (if known).

- c) The name(s) and current or last known address of all owners i.e those holding a freehold or leasehold interest in the property (if known).

Are similar alternative facilities available in the area and do you know of any proposals to move the existing facilities to alternative premises?

Yes  No

If so, please provide details:



Lewes District Council

**Section 4 – Information to support the nomination**

Please state your reasons for thinking that the Council should conclude that the property is of Community Value and provide as much information as you can to support your application (please continue on a separate sheet if necessary).

**Section 5 – Checklist of attachments**

- A copy of the organisation's constitution, if it has one
- The names and addresses of 21 members who are registered to vote in Lewes District if the organisation is an unincorporated body
- A site plan showing the property and its boundaries, if you have one

If electronically submitted please email the completed form to: [crtb@lewes.gov.uk](mailto:crtb@lewes.gov.uk) alternatively print and post to: Community Right to Bid, Property, Regeneration and Enterprise, Lewes District Council, Southover House, Southover Road, Lewes, BN7 1AB.

**Section 6 – Declaration**

I confirm that this nomination form has been fully completed and that the information is, to the best of my knowledge, accurate to enable the Council to consider the nomination in accordance with the Localism Act 2011 and the Assets of Community Value (England) Regulations 2012.

Signed:  or tick here if electronically submitted:

Print name:  Date:



## Lewes District Council

### Community Right to Bid for Assets of Community Value

#### Notes on Completing the Nomination Form

All community nominations for properties to be included on the List of Assets of Community Value must be made using this form and must satisfy the requirements of the Localism Act 2011 and the Assets of Community Value (England) Regulations 2012. For these purposes the term property means any qualifying land and/or buildings that are covered by the Regulations.

#### What is the definition of an asset of community value?

A building or land is of community value if, in the Council's opinion:

The actual current main use of the building or land furthers the social interests or social wellbeing of the local community and it is realistic to think that within 5 years the building or land could be brought back into a use that would further the social interests or social wellbeing of the local community (although not necessarily in the same way).

or

In the recent past, the main use of the building or land furthered the social interests or social wellbeing of the local community and it is reasonable to think that within 5 years the building or land could be brought back into a use that would further the social interests or social wellbeing of the local community (although not necessarily in the same way as before).

In this context social interests include cultural, recreational and sporting interests.

#### Section 2 – About your voluntary or community group

We are asking for the information in this section because we need evidence that you are eligible to make a nomination. We have to do this in order to satisfy the Regulations.

It is essential for you to show a local connection to Lewes District.

It is also essential for you to state the type of organisation you belong to as only those voluntary and community bodies shown in the form are eligible to make a nomination. Nominations cannot be accepted from anyone else, whether a person or a body.

#### Section 4 – Information to support the nomination

Please note that any information provided in this section may be copied and passed to the owner(s) of the property concerned.

#### Section 6 – Declaration

The form must be signed by the person named in Section 1.

#### Where can I get further information?

Further details of the Community Right to Bid are available on the Government's Community Rights website at:

<http://www.communities.gov.uk/communities/communityrights/righttobid/>