



Seaford Town Council Planning & Highways Agenda – Thursday 18th July 2024

To the Members of the Planning & Highways Committee

Councillors L Wallraven (Chair), L Boorman (Vice Chair), R Buchanan, R Clay, O Honeyman, R Honeyman and J Lord.

A meeting of the **Planning & Highways Committee** will be held at the **Council Chambers, 37 Church Street, Seaford BN25 1HG** on **Thursday 18th July 2024** at **7.00pm**, which you are summoned to attend.

A handwritten signature in black ink, appearing to read 'A M Chugg', written over a light blue grid background.

Adam Chugg

Town Clerk

10th July 2024

- **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:

Lewes District Council Planning Applications received in week commencing Monday 17th June 2024

[LW/24/0417](#) - **20 Bowden Rise** - Part retrospective single storey front extension Mr & Ms Mackie & Burgess.

[LW/24/0407](#) - **Seaford Service Station, Station Approach** - Single storey side extension to sales building, demolition of existing car wash and replacement with new jet wash bays, new combi unit, bin store and associated works for Motor Fuel Group.

[LW/24/0380](#) - **37 Barn Close** - Variation of condition 1 (Plans) relating to approval LW/23/0362 and Non-material amendment LW/23/0675 - Enclosure of area below roof canopy to extend living accommodation by building a new cavity wall and front window for Mr R Ellis.

Lewes District Council Planning Applications received in week commencing Monday 24th June 2024

[LW/24/0436](#) - **22 Stirling Avenue** - Retrospective ancillary annexe in rear garden for Mr A Snell.

[LW/24/0431](#) - **Arlington House, 4 Firle Road** - Demolition of the upper parts of two chimneys for Mr S Murray.

[LW/24/0423](#) - **16 Mason Road** - Single storey rear extension for Ms S Shorer.

Lewes District Council Planning Applications received in week commencing Monday 1st July 2024

[LW/24/0440](#) - **25 - 35 Church Street** - Replacement of existing windows to flats 25-35 for M Cooper.

[LW/24/0323](#) - **9 Richington Way** - Prior Notification under The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 1, Class A for a single-storey rear extension to measure 3.50m total length, 3.00m eaves height and 3.00m total height for Mr R Ayliffe.

NOTE: As stated in the description this is an application for Prior Approval only. The only

grounds on which the Local Planning Authority can oppose the application and request a full application relate to transport & highways issues, contamination, flood risk, noise from commercial units affecting residents, natural light to all habitable rooms and if the conversion might affect business.

[SDNP/24/02721/LIS](#) - **Eadric House, Gratton Lane** - Replacement of 2no wooden framed windows to rear of property with new hardwood windows to match existing and with double glazed units for Mr S Taylor.

Tree Works Applications

[TW/24/0065/TPO](#) - **Belgrave Place, Wilmington Road** - G1 - Sycamore - Crown reduction by approx 1.5 -2m and crown thin by 10% for Mr G Pearce.

5. [Update Report](#)

To consider report 45/24 on the Lewes District Council decisions received since the last meeting on applications previously considered by the Committee (pages 6 to 8).

6. [South Downs Local Plan – Early Engagement](#)

To consider report 47/24 notifying the committee of the South Downs National Park Authority's early engagement on the updating of the South Downs Local Plan, and to invite feedback (pages 9 to 10).

AGENDA NOTES

For further information about items on this Agenda please contact:

Adam Chugg, 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 for 6.45pm 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 7.00pm 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.

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.

Health & Safety Measures:

While Covid restrictions are no longer mandated the Town Council wishes to stay vigilant and mindful of the health and safety of its meeting participants by upholding the requirement that you should not attend the meeting if you are displaying any Covid-19 symptoms (or have tested positive) as identified on the [NHS website](#) or symptoms of any similarly contagious illness.



Report No:	45/24
Agenda Item No:	5
Committee:	Planning & Highways
Date:	18th July 2024
Title:	Update Report
By:	Isabelle Mouland, Assistant Town Clerk
Purpose of Report:	To notify the Committee of decisions taken by Lewes District Council on applications previously considered by the Committee

Recommendations
<p>The Committee is recommended:</p> <p>1.To note the report and the decisions set out in the Schedule.</p>

1. Information

- 1.1 The attached schedule lists the decisions taken by Lewes District Council since the last Committee meeting on applications previously considered by the Committee.

2. Financial Appraisal

- 2.1 There are no direct financial implications of this report.

3. Contact Officer

- 3.1 The Contact Officer for this report is Isabelle Mouland, Assistant Town Clerk.

Report 45/24 Appendix A

Schedule of Lewes District Councils Decisions received since the Committee's last meeting on 27th June 2024

Approvals – No Objections from Seaford Town Council

LW/24/0319 - 6 Chyngton Way - Installation of cladding, addition of 3no. skylights and alterations to fenestration to existing single storey building at the rear.

LW/23/0599 (linked with LW/23/0598 below) - Sutton Place, Eastbourne Road – Listed Building Consent for phased development comprising the demolition of West Wing and northern additions (phase 1) reinstatement of soffit/eaves to western elevation and re-roofing of the building (phase 2) and, conversion and change of use of Sutton Place into 5 No. residential units (phase 3).

LW/24/0341 - 8 Station Road - Part single storey and part two storey side/front extension, and alterations to existing fenestration at all elevations.

LW/24/0248 - 90 Claremont Road - Erection of 2no. studio flats and replacement single-storey extension to comprise 2no. 1 bedroom flats (C3) with provision of refuse storage and 2no. cycle storage units.

LW/24/0024 - 23 Bishopstone Road - Single storey rear extension and conversion of garage into habitable living space.

Approvals - Objection from Seaford Town Council

LW/24/0239 - Burdyke Lodge Southdown Road - Change of use of care home C2 to 9no. flats C3 including demolition of side pantry and detached office and alterations to fenestration.

Seaford Town Council's objection - The Committee supported the principle of conversion to general residential use and considered that the proposed flats would be a useful addition to housing stock. However, given the distance to the Town Centre, it did not consider that the location of the property was sufficiently sustainable to justify the lack of any provision for car parking in the scheme. Reliance on the current limited capacity for on-road parking in Southdown Road and Corsica Road would be seriously detrimental to the amenities of residents in the area. The scheme should therefore be amended to provide some provision for residents' parking on-site, including disabled parking.

Reason for Approval - The results of the parking 'beat' survey has been reviewed by ESCC Highways which is satisfied that there is sufficient on-street parking capacity to

meet the demands generated by the proposed development without resulting in unacceptable parking pressure.

Refusals – No Objection from Seaford Town Council

LW/23/0598 (linked with LW/23/0599 Listed Building Consent above) - Sutton Place, Eastbourne Road - Phased development comprising the demolition of West Wing and northern additions (phase 1) reinstatement of soffit/eaves to western elevation and re-roofing of the building (phase 2) and, conversion and change of use of Sutton Place into 5 No. residential units (phase 3).

Refusals – Objection from Seaford Town Council

None.

Tree Works Applications Approved - No Seaford Town Council Objections

TW/24/0043/TCA - 25 Blatchington Hill - T1 (A)- Sycamore - Reduction to previous points by approx 1.5m of growth, thinning of inner crown. T2 (B)- Sycamore - Reduction to previous points by approx 1.5m of growth, thinning of inner crown.

Withdrawn Applications

LW/24/0205 - Land Rear Of 12 Clementine Avenue - Two storey split level dwelling.



Report No:	47/24
Agenda Item No:	6
Committee:	Planning & Highways
Date:	18th July 2024
Title:	South Downs Local Plan – Early Engagement
By:	Isabelle Mouland, Assistant Town Clerk
Purpose of Report:	To notify the Committee of the South Downs National Park Authority’s early engagement on the updating of the South Downs Local Plan, and to invite feedback

Recommendations
<p>The Committee is recommended:</p> <ol style="list-style-type: none"> 1. To note the report and the SDNPA early engagement on the updating of the South Downs Local Plan. 2. To agree any comments to be submitted about the Project Initiation Document, the Local Development Scheme and the Statement of Community Involvement. 3. To consider a response to the ‘Key Issues’ survey.

1. Information

- 1.1** The South Downs National Park Authority (SDNPA) has begun work on updating the South Downs Local Plan.
- 1.2** From 8 July to 16 September 2024, the SDNPA is undertaking an early participation stage on the Local Plan Review by inviting feedback on the scope of the review and how people would like to be involved in preparing the new Local Plan.
- 1.3** There are three project documents that the SDNPA is inviting comments on at this stage:

- 1.3.1. [Project Initiation Document \(PID\)](#) – this defines the scope and issues for the plan, the resources needed to deliver it and the risks associated with the project.
- 1.3.2. [Local Development Scheme \(LDS\)](#) – this includes a timetable for the preparation and adoption of the Local Plan.
- 1.3.3. [Statement of Community Involvement \(SCI\)](#) – this sets out how the SDNPA will consult with all stakeholders, including local communities, business, and public bodies, on planning matters. The SDNPA is proposing changes to the Statement of Community Involvement on how it consults on draft plans, including key principles and introducing the preparation of bespoke ‘Community Involvement Plans’ for separate planning policy consultations.
- 1.4. The Committee is invited to review and comment on the above documents.
- 1.5. The SDNPA is also running a ‘Key Issues’ survey here - <https://sdnpalocalplanreview.commonplace.is/en-GB/proposals/general-survey/step1> - any member of the public is welcome to complete this survey and the Committee is invited to formulate and agree a response to be submitted on behalf of Seaford Town Council.
- 1.6. All marketing material will be shared by Seaford Town Council to residents via its website, social media and a poster in the Town Council’s noticeboard at 37 Church Street.

2. Financial Appraisal

- 2.1. There are no direct financial implications of this report.

3. Contact Officer

- 3.1. The Contact Officer for this report is Isabelle Mouland, Assistant Town Clerk.