



Seaford Town Council Planning & Highways Agenda – Thursday 27th June 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 27th June 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 white background.

Adam Chugg
Town Clerk

19th June 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 27th May 2024

[LW/24/0284 - 27 Homefield Road](#) - Erection of single storey rear infill extension, including addition of skylight to rear roof, amendments to fenestration, new cladding and timber decking at the rear for J Early.

Lewes District Council Planning Applications received in week commencing Monday 4th June 2024

No applications received

Lewes District Council Planning Applications received in week commencing Monday 10th June 2024

[LW/24/0399 - 32 Chyngton Gardens](#) - Loft conversion with pitched dormers to both sides and fenestration alterations for S Goodwin.

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

No applications received

Tree Works Application

[TW/24/0059/TPO - 5 Barn Close](#) - T1 - Ash - Crown reduction by 2.5 metres, half a metre below old pollard points to carry out maintenance, and removal of overhanging limbs T2- Ash - Crown reduction by 2.5 metres, half a metre below old pollard points to carry out maintenance for Mr G Durnford.

5. [Update Report](#)

To consider report 31/24 on the Lewes District Council decisions received since the last meeting on applications previously considered by the Committee (pages 5 to 7).

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:	31/24
Agenda Item No:	5
Committee:	Planning & Highways
Date:	27th June 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
The Committee is recommended: 1.To note the report and the decisions set out in the Schedule.

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 31/24 Appendix A

Schedule of Lewes District Councils Decisions received since the Committee's last meeting on 6th June 2024

Approvals – No Objections from Seaford Town Council

LW/24/0305 - Flat 1 34 Southdown Road - Convert front window into french doors and add modular ramp for direct access to flat.

LW/24/0250 - 76 Stafford Road - Drop curb and crossover with permeable hardstanding to create front driveway.

LW/24/0295 - 31 Alfriston Road - Conversion of existing garden cabin into a habitable space.

Subject to the following condition: The garage and office approved shall remain ancillary to the host residential property know as 31 Alfriston Road, Seaford, and will be maintained as such.

TW/24/0045/TPO - 3 Seafield Close - T1 - Sycamore - Height reduction of approx 3m and removal of lower branches.

Approvals - Objection from Seaford Town Council

LW/24/0262 - 4 Walmer Road - Single storey front extension with fenestration alterations.

Reason for Approval - The building line on this part of Walmer Road is not uniform and the existing dwelling already projects further forward than the neighbouring property to the west. However, it is set further back than the neighbouring property to the east and this would remain the case if the extension is built. It is also considered that it would not unbalance the building, which includes the adjoining property, given there is currently no significant symmetry in any case.

LW/23/0697 - 4 Church Street - Change of use from residential to holiday let.

Reason for Approval – The proposal is considered to have a neutral impact on the listed building and its setting and would bring no further harm to the character and appearance of the area, including the STCCA and the setting of the Grade II listed appeal building. The proposal would comply with Policy CP11 (built and historic environment and high-quality design) of the Lewes District Local Plan Core Strategy 2016, Policies DM25 (design) and DM33 (heritage assets) of the Lewes District Local Plan Part 2 2020, Policy SEA11 (visitor accommodation in Seaford) of the adopted

Seaford Neighbourhood Plan 2020 and with the National Planning Policy Framework 2023 (the Framework).

The Town Council's concerns set out within Appeal B will be dealt with by a Listed Building Consent application, which has been conditioned to be submitted for any internal works.

Refusals – Objection from Seaford Town Council

LW/24/0237 - 2 Barn Rise - Erection of 1.8m high timber fence at side and front boundary.

Reason for Refusal - It is not considered that retention of the fence would adequately conserve or enhance the open and green character of the area. Its retention would represent the introduction of a visibility hazard to road users, contrary to Policy DM25 (Design) of the Lewes District Local Plan and Policy CP11 of the Lewes District Joint Core Strategy.

Withdrawn Applications

None.