**DRAFT Minutes of the meeting of the Planning & Highways Committee meeting held in the Anzac Room, Community House on 30th July 2024 at 7:30pm.**

**Present:** Cllr Gordon-Garrett (Chair), Cllr Campbell (Vice Chair), Cllr Gallagher, Cllr Sharkey, Cllr Griffiths

**Officers**: Zoe Polydorou (Meetings & Projects Officer), Vicky Onis (Committees and Projects Assistant)

3 members of the public were in attendance.

1. **PH2019 CHAIR ANNOUNCEMENTS**

The Chair opened the meeting at 19:32, welcomed everyone, ran through the fire exit procedure, asked for phones to be switched off and announced the meeting is being recorded, and for any meeting absences to be sent to the Town Clerk, the Civic, Governance and Support Officer, and the Meetings & Projects Officer. The following announcements were made:-

* Bowling event for staff and Councillors at 6pm Friday 2nd August
* Mayor’s Bingo Event in aid of Breast Cancer on 28th August 2pm-4pm

1. **PH2020 PUBLIC QUESTIONS.**

There was 1 public questioner.

The first question was about Roderick Avenue bus stop, where it was explained that on both sides of the road the stops are not bus stop clearways either side of the road, but need to be, similar to Pelham Rise and Glynn Road.

Committee raised concern that this could cause an issue with shops and deliveries, and that a public consultation would need to take place, to which the member of public agreed. The member of public continued to explain that the bus stops are the 2 busiest in Peacehaven, and the Eastbound stop is not fit for purpose for various reasons.

Cllr Campbell confirmed that an alternative position for the bus stop about 50m further east, had been put forward as an option.

The member of public explained having received an email from Brighton Council with regards bus priority crossings.

1. **PH2021 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS**

There were 3 apologies for absence.

Cllr Davies, no substitute

Cllr Seabrook – Cllr Griffiths substituted

Cllr Studd, no substitute.

1. **PH2022 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**

There were 0 declarations of interest.

1. **PH2023 TO ADOPT THE MINUTES FROM THE 2nd JULY 2024**

It was proposed to adopt the minutes from 2nd July 2024.

Proposed by: Cllr Gallagher Seconded by: Cllr Sharkey

The Committee **resolved** to **adopt** the minutes.

All in **favour**.

1 abstained.

1. **PH2024 TO NOTE AND REVIEW THE COMMITTEES BUDGETARY REPORT**

The budgetary report was **noted.**

1. **PH2025 TO NOTE REPORT - UPDATE OF NEIGHBOURHOOD DEVELOPMENT PLAN (NDP) FROM CLLR GALLAGHER CHAIR OF THE STEERING GROUP FOR THE NDP**

Cllr Gallagher expressed moving in tangent with the Lewes Local Plan, and explained that there had been housing targets, but 18 months into the plan preparation they were advised to no longer be looking at sites and numbers as it was all going to happen through the Lewes plan.

Cllr Gallagher mentioned Making Places from 2016, and expressed that the issues and problems faced then are very much the same now; that examiners comments were now with LDC, that there were no policies or procedures changes, but was more to do with information required.

The report was **noted.**

1. **PH2026 TO NOTE THE RESPONSE FROM ESCC REGARDING SPEED SIGNAGE IN PELHAM RISE**

The Civic, Governance and Support Officer expressed that if there were any questions, to please let her know.

The response was **noted.**

1. **PH2027 TO NOTE THE RESPONSE FROM BRIGHTON & HOVE BUSES REGARDING ADDITIONAL POLES INSTALLED AT LOCAL BUS STOPS IN PEACEHAVEN**

There was general discussion about the way in which the bus stop worked, including the flag which shows bus drivers where to stop but is not adhered to. Officers are to make Brighton and Hove buses aware of this issue.

The response was **noted.**

**10.** **PH2028 AGREE TO REQUEST THAT ESCC EXTEND THE HOURS FOR FREE USE OF THE DISABLED PERSON(S) BUS PASS**

An Officer is to respond to ESCC in reference to option 2, and also to send a letter to the MP, with the report, and explain that it’s a national problem.

It was proposed to agree to the request to option 2 & 5.

Proposed by: Cllr Campbell Seconded by: Cllr Sharkey

All in **favour**.

Cllr Gallagher explained that car park charges and fines pay for the concessionary Brighton&Hove bus fares.

**11. PH2029 TO NOTE THE REPORT AND AGREE TO PREPARE A PTC WISH LIST TO PUT FORWARD TO ESCC AND BSIP TEAMS**

Cllr Gallagher mentioned the Enhanced Partnership Forum that the Meetings & Projects Officer forum attended, and questioned whether attending the forum and being involved in BSIP was an item of Peacehaven Town Council or the best use of an Officer’s time.

The Meetings & Projects Officer briefly summarised the forum attended, and that they would be approximately every 3 months; explained she was new to the BSIP topic, and would be happy to continue, but would speak with the Town Clerk about the best way forward.

Cllr Gallagher expressed that the Residents Association was a useful link for BSIP, that BSIP was not on the business plan and resources in terms of officer time and finances were being watched carefully.

The report was **noted.**

**12. PH2030 TO DECIDE - CONCERN FOR PUBLIC SAFETY AT THE DELL PLAY PARK**

The Chair introduced the report.

It was proposed to agree to the request for an Officer to communicate with ESCC on their intentions to replace the damaged railing and to investigate extending and strengthening it.

Proposed by: Cllr Gordon-Garrett Seconded by: Cllr Griffiths

All in **favour**.

**13. PH2031 TO CONSIDER THE TECHNICAL CONSULTATION FROM LEWES DISTRICT COUNCIL**

The Chair explained that the papers were not included, but were sent out separately by the Town Clerk, and that all correspondence is to be sent through the Town Clerk.

**14. PH2032 TO RECEIVE UPDATES FROM TASK & FINISH GROUPS (TFGs):**

**a. Public Safety Group**

The Meetings and Projects Officer mentioned the Road Police would be putting up additional signs at Pelham Rise and Roderick Avenue, and would also that be visiting school about road safety, and parking around schools.

The Civic, Governance and Support Officer mentioned that for speedwatch a body camera could be borrowed.

The Chair mentioned that volunteers for speedwatch were required.

Cllr Campbell queried training for speed detection, and The Chair summarised this.

It was expressed that the next meeting is planned for September.

**b. Rights of way**

The Chair explained this was an item for Full Council since it was a TFG under Full Council.

**c. Grass – cutting contract**

Cllr Campbell expressed there would be a meeting before the next Committee meeting, where a report would hopefully be brought, prior to the grass cutting deadline of October / November 2024.

**d.** **Monument and Area TFG**

The Chair explained this should have been on the agenda, and Meetings and Projects Officer explained the next TFG meeting would be 22nd August at 12pm.

**15. TO COMMENT on the following planning application:-**

**PH2033** LW/24/0448 35 Cornwall Avenue Peacehaven

20:15 – 1 member of public left the meeting.

It was proposed to support the application

Proposed by: Cllr Sharkey Seconded by: Cllr Gallagher

All in **favour**.

**PH2034** LW/24/0411 2 Steyning Avenue

The variation was **noted.**

**PH2035** LW/24/0469 Lower Hoddern Farm, Hoddern Farm Lane

Cllr Campbell explained the whole of Chalkers Rise construction would be completed and that it needed to be reviewed to make sure that PTC were satisfied when they are leave in September. Officers were asked to check the situation after they’ve finished.

The application was **noted.**

1. **PH2036 TO NOTE THE FOLLOWING PLANNING DECISIONS**

PH2036 LW/24/0352

The planning decision was **noted**

PH2037 LW/24/0346

The planning decision was **noted**

The planning decision was **noted**

PH2038 LW/24/0331

The planning decision was **noted**

The planning decision was **noted**

PH2039 LW/24/0287

The planning decision was **noted**

PH2040 LW/24/0147

The planning decision was **noted**

PH2041 LW/24/0115

The planning decision was **noted**

PH2042 LW/24/0113

The planning decision was **noted**

PH2043 LW/24/0329

The planning decision was **noted**

PH2044 LW/23/0683

The planning decision was **noted**

1. **PH2045 TO NOTE PLANNING AND HIGHWAY COMPLAINTS**

The planning and highways complaints were **noted.**

1. **PH2046 TO REVIEW & UPDATE THE P&H ACTION PLAN AND AGREE ANY ACTIONS REQUIRED**

Cllr Gallagher expressed the action plan comments were old, and for No. 3 – Lake Drive Pond to be removed completely as there would be a big survey about local green spaces, and Cllr O’Connor will be moving this item forward.

**19. PH2047 TO AGREE DATE FOR THE NEXT MEETING TUESDAY 27TH AUGUST 2024**

The next meeting was **confirmed**.

*There being no further business the meeting ended at 20:29.*