

To: All members of the Planning Committee

A meeting of the **Planning Committee** will be held in the Council Chamber, Town Hall, Lewes, on 9 August 2022, at 7:00pm, which you are summoned to attend.

Laura Chrysostomou  
Town Clerk  
3 August 2022

## Agenda

### 1 Filming of council meetings and mobile phones

During this meeting, the public are allowed to film the committee and officers only from the front of the public gallery, providing it does not disrupt the meeting. Any items in the exempt part of an agenda cannot be filmed. If another member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking. Please switch mobile devices to silent for the duration of the meeting

### 2 Apologies for absence

To receive apologies from members of the committee who are unable to attend

### 3 Members' declarations of interests

To note any declarations of personal or prejudicial interest in items to be considered at this meeting.

### 4 Question time

To receive questions regarding items on this agenda. Members of the public are invited to ask questions and raise issues which are relevant and are the concern of this committee. A period of 15 minutes is allocated for this purpose. If possible, notice of intention to address the Committee should be given to the Clerk by noon the day before the meeting.

### 5 Minutes

To agree the minutes of the meeting held on Tuesday 19 July 2002 (pages 3 to 10)

### 6 Chairmans Announcements

To receive any announcements from the Chair of the Committee

### 7 Presentation

To receive a presentation from Railfuture regarding the draft Strategic Investment Plan including the Lewes to Uckfield Line

## **8 Tree planting on East Sussex County Council Highways Land**

To consider a letter from the Friends of Lewes. (pages 11 to 15)

## **9 Planning applications:**

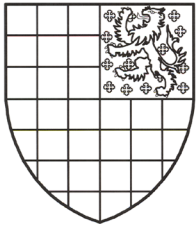
**9.1** To consider the relevant sections of the lists dated 18 July 2022 (pages 16 to 18) 25 July 2022 (pages 19 to 21) and 1 August 2022 (pages 22 to 23)

## **10 North Street Quarter Task and Finish Group**

To receive the notes of the meeting held on 1 August 2022 and approve the terms of reference (pages 24 to 26)

## **11 Miscellaneous Planning Issues**

To note various contrary decisions, withdrawn applications, amendments, enquiries etc



**Minutes** of a Meeting of the Planning and Conservation Committee held in the Council Chamber, Town Hall, Lewes on Tuesday 19 July 2022 at 7.00pm

**Present:** Councillors J Baah, S Catlin (Chair), E Clarke, R Handy (from 7.18pm), J Lamb, I Makepeace, M Milner and S Sains

**In attendance:** Town Clerk and Committee Administrator

**27. Apologies:** There were none.

**28. Declarations of Interest:** Councillor Makepeace declared a personal interest in SDNP/22/02840/HOUS (18 Hawkenbury Way) in that she is a neighbour of the applicant and did not speak or vote on the matter. Councillor Milner declared a personal interest in SDNP/22/02715/FUL (204 High Street Lewes) in that he knows the applicant and did not speak or vote on the matter. Councillor Milner declared a personal interest in SDNP/22/03048/FUL (Western Road Community Primary School).

**29. Question Time:** There were none.

**30. Minutes:** The Minutes of the meeting held on 28 June 2022 were received and signed as an accurate record.

**31. Chair's announcements:**

**31.1 Human Nature North Street Quarter Workshops –** The Town Clerk reminded the meeting that any Councillors due to attend Human Nature workshops should do so in a private capacity. Any views and opinions expressed should be personal and not those of Lewes Town Council. Councillors should also consider the potential for conflicts of interest.

**31.2 Human Nature Workshops - Councillor feedback –** Councillor Clarke had recently attended the Affordable Housing and Living working group and an Accessibility working group. The Affordable Housing meeting had looked at different ratios to the element of affordable housing and whether proposed houses would be affordable to buy or would be Lewes Low-Cost housing. The meeting indicated that Lewes Low Cost Housing would be preferable. The Accessibility meeting had been attended by representatives from the Lewes Area Access Group and discussions focused on people living with a disability and accessible travel. Councillor Clarke reported that meetings had been extremely informative.

**31.3 Proposed planning training for Councillors –** the Town Clerk gave Councillors details of the training workshop scheduled for 11 August 2022.

An external trainer would be attending to do 'diagnostic work' with the Chair and Vice-Chair of the Planning Committee, Chair of the Transport Committee, the Town Clerk and the Committee Administrator. This would look at key issues facing Lewes Town Council particularly around the imminent major strategic planning developments and the potential review of the Town Council's neighbourhood plan. It would enable an understanding on how to move forward and what support might be required. This session would run from 1-5pm.

A second session in the evening, from 6-8pm would look at more generic planning training that all councillors would be invited to. The aim of the training was to provide councillors with the tools to fulfil their representative role given the Council is a statutory consultee.

**32. To consider the proposal to appoint a task and finish group to examine elements of the North Street Quarter.**

32.1 As this was a large and multifaceted development, it was proposed that this committee appoint a task and finish group to examine all aspects of the development of this strategic site, giving an opportunity for all town councillors to feed into the planning committee. The task and finish group would determine its terms of reference at its first meeting. **It was resolved that:**

1. A task and finish group be appointed.
2. Councillors Catlin, Clarke, Lamb and Makepeace be appointed to the task and finish group.

**33. Planning Applications:** The committee considered the relevant sections of the lists of applications validated in the weeks commencing 27 June, 4 July and 11 July 2022. Their comments are appended.

**34. Miscellaneous Planning Issues:** There were none.

The meeting ended at 8:12pm

Signed: .....

Date: .....

## Appendix 1

Proposed internal alterations including conversion of loft space and provision for new staircase, relocation of existing kitchen on ground floor, alterations to internal doors and openings, provision of shower room to first floor rear bedroom, new window to courtyard elevation, addition kitchenette to first floor of no.75, reinstatement of original shop front to no.74 including new entrance and removal of awning, removal of staircase to basement, proposed new spiral staircase to basement from café area, use of basement for museum space or similar commercial use, demolition of single-storey lean to. 74 - 75 High Street

Ref. No: SDNP/22/03053/PRE | Received: Fri 24 Jun 2022 | Validated: Fri 24 Jun 2022 | Status: Application in Progress

### **Comment:**

Councillors noted this application and would consider it when a full planning application was available.

---

Replacement of existing rear (south) utility room and sun porch with new rear extension with roof terrace above, new rear loft dormer, new rooflights to front (north) and side (east), replacement of white PVC front door with painted timber door to match original, replacement of existing white PVC bedroom window with grey aluminium double door to new roof terrace, new ground floor grey aluminium door and window and first floor grey aluminium window to side elevation, replacement of remaining white PVC windows and doors with grey aluminium windows and doors, new solar panels to roof and new heat pump and brise soleil in rear garden

4 Hereward Way

Ref. No: SDNP/22/03016/PRE | Received: Thu 23 Jun 2022 | Validated: Thu 23 Jun 2022 | Status: Application in Progress

### **Comment:**

Councillors noted the comments made by Lewes District Council Planning Officers.

---

Refurbishment and two-storey infill extension to end of terrace property 36 The Course

Ref. No: SDNP/22/03015/PRE | Received: Thu 23 Jun 2022 | Validated: Fri 24 Jun 2022 | Status: Application in Progress

### **Comment:**

Councillors noted this application

---

Variation of condition 2 (plans) related to application SDNP/21/01784/FUL - To amend the internal layout and to update the list of approved plans to reflect proposed amendment to internal layout

St Johns Church Hall Talbot Terrace

Ref. No: SDNP/22/02957/CND | Received: Wed 22 Jun 2022 | Validated: Wed 22 Jun 2022 | Status: Application in Progress

**Comment:**

Members noted that the variation to the internal layout would include another room on the second floor that could be used as a bedroom and therefore objected to this application.

---

Discharge of condition 2 (Land Contamination) related to planning application SDNP/21/03967/PA30

The Mallings Business Centre

Ref. No: SDNP/22/02893/DCOND | Received: Fri 17 Jun 2022 | Validated: Fri 17 Jun 2022 | Status: Application in Progress

**Comment:**

Councillors noted the contents of the report in this application

---

Discharge of condition 3 (light spill attenuation) related to planning application SDNP/21/03883/FUL The Mallings Business Centre

Ref. No: SDNP/22/02892/DCOND | Received: Fri 17 Jun 2022 | Validated: Fri 17 Jun 2022 | Status: Application in Progress

**Comment:**

Councillors support this application and were pleased that their comments made in respect of SDNP/21/03883/FUL had been noted.

---

Discharge of conditions 8 (arboricultural assessment) and 10 (asbestos survey) related to planning application SDNP/21/03588/HOUS 10 King Henrys Road

Ref. No: SDNP/22/02868/DCOND | Received: Thu 16 Jun 2022 | Validated: Thu 16 Jun 2022 | Status: Application in Progress

**Comment:**

Councillors noted this application and agreed with the arboricultural assessment. Councillors commented that there was no reference to the asbestos survey in the plans.

---

Single storey side extension and replacement of rear canopy roof 18 Hawkenbury Way

Ref. No: SDNP/22/02840/HOUS | Received: Wed 15 Jun 2022 | Validated: Thu 16 Jun 2022 | Status: Application in Progress

**Comment:**

Councillors were neutral on this application.

---

Discharge of Conditions 4 (details of the louvres) and 5 (details of all new external window and door joinery) of planning application SDNP/22/01368/FUL, and discharge of condition 4 (details of all new external window and door joinery) of planning application SDNP/22/01360/LIS

197 High Street

Ref. No: SDNP/22/02844/DCOND | Received: Wed 15 Jun 2022 | Validated: Wed 22 Jun 2022 | Status: Application in Progress

**Comment:**

Councillors were neutral on this application

---

Removal of existing outbuilding and construction of two storey extension to side 26 Churchill Road

Ref. No: SDNP/22/02811/HOUS | Received: Tue 14 Jun 2022 | Validated: Thu 16 Jun 2022 | Status: Application in Progress

**Comment:**

Councillors support this application. The application appears to meet the criteria applied in respect of improving the Swift nesting opportunities and it is recommended that the applicant is encouraged to consult with [lewesswifts@gmail.com](mailto:lewesswifts@gmail.com) to investigate the potential to include Swift-bricks or similar during the project.

---

Erection of a single storey rear extension with associated patio area pergola  
204 High Street Lewes

Ref. No: SDNP/22/02715/FUL | Received: Wed 08 Jun 2022 | Validated: Fri 24 Jun 2022 | Status: Application in Progress

**Comment:**

Councillors were neutral on this application

---

Erection of a single storey rear extension with associated patio area pergola  
204 High Street Lewes East Sussex BN7 2NS

Ref. No: SDNP/22/02716/LIS | Received: Wed 08 Jun 2022 | Validated: Fri 24 Jun 2022 | Status: Application in Progress

**Comment**

Councillors were neutral on this application.

---

Replacement of existing manual gate and wire fencing to be upgraded to mesh. Timber picket fencing to be replaced around nursery play area Wallands Community Primary School

Ref. No: SDNP/22/03000/FUL | Received: Fri 24 Jun 2022 | Validated: Fri 01 Jul 2022 | Status: Application in Progress

**Comment:**

Councillors support this application

---

Loft conversion including rear dormer, installation of solar panels to rear, and installation of conservation roof lights to front elevation 34 De Montfort Road

Ref. No: SDNP/22/02947/HOUS | Received: Wed 22 Jun 2022 | Validated: Tue 28 Jun 2022 | Status: Application in Progress

**Comment:**

Councillors were neutral on this application but recommended the use of timber rather than UPVC for the rear dormer. The application appears to meet the criteria applied in respect of improving the Swift nesting opportunities and it is recommended that the applicant is encouraged to consult with [lewesswifts@gmail.com](mailto:lewesswifts@gmail.com) to investigate the potential to include Swift-bricks or similar during the project.

---

Two storey side extension 50 Nevill Road

Ref. No: SDNP/22/02918/HOUS | Received: Tue 21 Jun 2022 | Validated: Fri 01 Jul 2022 | Status: Application in Progress

**Comment:**

Councillors were neutral on this application

---

Alterations to fenestration on all elevations, relocation of satellite antenna to front, replacement of shed, replacement gate to side, removal of boundary structure to front and associated works 41 Cluny Street

Ref. No: SDNP/22/02929/HOUS | Received: Tue 21 Jun 2022 | Validated: Sun 26 Jun 2022 | Status: Application in Progress

**Comment:**

Councillors were neutral on this application

---

Amendments to the facade of Block A and B of the Mallings Business Centre, including new cladding, windows, roof covering and the creation of a new enclosed staircase to Block A The Mallings Business Centre

Ref. No: SDNP/22/03189/FUL | Received: Wed 06 Jul 2022 | Validated: Wed 06 Jul 2022 | Status: Application in Progress

**Comment:**



Councillors were neutral on this application although expressed disappointment that solar panels, a green roof, planters and cycle storage had not been considered in the proposals.

---

Non material ammendment to SDNP/21/03588/HOUS to include: change proposed gauged brick arch window head detail to new front ground floor window to a reconstituted stone ornamental window head detail to match the existing windows 10 King Henrys Road

Ref. No: SDNP/22/03139/NMA | Received: Mon 04 Jul 2022 | Validated: Mon 04 Jul 2022 | Status: Application in Progress

**Comment:**

Councillors supported this application

---

5G telecoms installation: H3G street pole and additional equipment cabinets  
Nevill Road Street Works

Ref. No: SDNP/22/03133/PA16 | Received: Mon 04 Jul 2022 | Validated: Mon 04 Jul 2022 | Status: Application in Progress

**Comment:**

Councillors had no objection to the need for a mast. However, Councillors did object to the proposed location of the mast which would be too prominent at the entrance of the Nevill estate and the possible damage to nearby trees when the mast is installed, potentially causing root damage and when it is maintained. The proposal is contrary to Policy DM25 and DM32 of the Lewes District Council Plan and the location is also a wildflower verge, an initiative supported by Lewes Town Council. Councillors also noted that the applicant has not fully explored alternative options for siting the mast.

---

Fencing around car park to be replaced with 2.5m height black barbican imperial fencing with flat beam finish, 1No. Vehicular double-leaf manual gate to be installed and replace existing located at the front of the property boundary to match surrounding fencing. 1no 2.5m height pedestrian gate (Barbican double gate) to be installed to replace the existing. New Telescopic bollard to be installed in front of vehicular gate adjoining to the car park. New 2.4m high 358 securi-mesh fencing to be installed along fence bordering current swimming pool/neighbouring property & MUGA and nursery, to be installed with timber infills to provide additional privacy  
Western Road Community Primary School

Ref. No: SDNP/22/03048/FUL | Received: Tue 28 Jun 2022 | Validated: Mon 04 Jul 2022 | Status: Application in Progress

**Comment:**

Councillors were neutral on this application although they raised serious concerns regarding the unreasonably high fencing within the curtilage of the school that would

be sited around the Early Years School area and would prevent children from seeing open green spaces.

---

Replacement of existing garage roof with flat roof and external first floor terrace, alterations to fenestration and cladding throughout, installation of solar panels to rear, and addition of outbuilding to rear 4 Riverdale

Ref. No: SDNP/22/03010/HOUS | Received: Fri 24 Jun 2022 | Validated: Mon 04 Jul 2022 | Status: Application in Progress

**Comment:**

Councillors support this application and welcome the green roof and solar panels



28<sup>th</sup> July 2022

Dear Town Councillors,

## Request for letter in support form LTC for tree planting on ESCC Highways Land

In 2019 our i-Tree eco-survey suggested that the tree canopy cover of Lewes Town is not sufficient to support an environment resilient to the current climate and biodiversity crisis.

Since 2012, the Trees Committee of Friends of Lewes has consulted with residents and other Lewes-based community groups to find suitable places in grass verges and open spaces where we can plant trees and we have planted 123 to date.

Research before planting has always included consultations with residents living nearby, site visits and studies of underground services so that we could receive the necessary planting permissions from the landowner. With one exception, the landowners have been Lewes District Council or East Sussex Highways and both these groups have been represented by active members on our Trees Committee.

Earlier in the year, a new ESCC Highways Soft Assets Manager, Anthony Becvar, was appointed and he introduced a new Tree Planting Framework. The accompanying application form for tree planting asks for evidence of Parish or Town Council authorisation, see last page of document attached by email.

So that I might proceed with applications for tree planting beginning in November 2022, I need to submit applications forms for each road where, at the request of residents, we have identified sites for new trees.

These sites are:

- Barn Road (Malling) – 3 trees
- Queen's Road (Malling) – 4 trees
- Fitzgerald Road (Malling) – 6 to 8 trees
- Church Lane (Malling) – 10 trees
- Ferrers Road (Priory) – 11 trees
- Houndean Rise (Priory) – 2 trees
- Cranedown (Priory) – 3 trees
- Winterbourne Lane (Priory) – one tree

A map of the proposed sites is available at:

[https://www.google.com/maps/d/u/0/edit?mid=1Msa\\_01iy8FgiEXYn\\_cKNhMm2m4t1bMOy&ll=50.87451512625688%2C0.001559400000085373&z=14](https://www.google.com/maps/d/u/0/edit?mid=1Msa_01iy8FgiEXYn_cKNhMm2m4t1bMOy&ll=50.87451512625688%2C0.001559400000085373&z=14)

The proposed tree planting is dependent on the results of checks for underground services, (not available until we have submitted the application), and CAT scans on site both before and at the time of planting.

All the members of our Trees Committee are experienced, trained, and qualified volunteers, some with decades of experience in arboriculture.

We only use hand tools, and we are fully covered by insurance through Friends of Lewes.

Following tree planting, we have a regular yearly programme of tree maintenance, including weeding, pruning, mulching, and watering.

Yours faithfully,

Audrey Jarvis

Chair of Trees Committee of Friends of Lewes, (Lewes Urban Arboretum Project)

<https://friends-of-lewes.org.uk/natural-environment/lewes-urban-arboretum/>

<https://thefriendsoflewes.files.wordpress.com/2019/03/friends-of-lewes-i-tree-eco-survey-report-2019.pdf>



## ESCC Highway Tree Planting framework

Trees are an important asset to our highways in many ways, however, they require management to ensure that carriageways and footways are kept safe for users at all times. Due to budgetary constraints, East Sussex Highways do not have a policy for planting trees on ESCC owned verges, however, we have been working with various community groups throughout the county who have planted on verges with help from the Highways Asset Team. We aim to assist when possible and where appropriate to allow community groups the chance to plant trees on highway property within their areas.

In the first instance, any proposals for tree planting locations will be put to the Senior Asset Engineer (Soft Estate), during an application window between the 1<sup>st</sup> of January and the 31<sup>st</sup> of March.

The aim will be to include these locations in a wider project if possible, funded by Central Government or other NGOs; such as for the Local Authority Treescapes Fund and Trees For Cities projects.

Should the proposed tree planting site not meet the funding criteria, but other external funding is available, the application will be assessed by the Asset Team. This will involve a desk-based search for subterranean services and scrutinising the application against points dictated by the Road Safety Team.

If any planting sites fail in the criteria for selection the applicant will be notified immediately.

The following points are considered by East Sussex Highways when looking at planting schemes:

- There needs to be space for the tree (species specific). Inclusive mobility guidance recommends a minimum footway clearance of 2000mm (allows for two wheelchairs to pass). This may be reduced to 1000mm at individual obstructions but, if there are multiple obstructions along a route, this may create difficulties for vulnerable users groups. 450mm from the carriageway edge reduces the likelihood of striking in passing (wing mirror assemblies). Where there is a steep camber, crossfall or anticipated use of heavy goods vehicles/ buses (wider mirror assemblies) this distance should be increased to 600mm.
- There is adequate spacing from street lighting columns (5m is advisable).
- There are no overhead cables that a mature tree might reach.
- There are no underground services, soakaways, cables or pipes nearby.

- The tree will not block sight lines at bends or junctions, or block a drivers view of traffic signs and signals.
- The canopy should allow a minimum of 2300mm unobstructed over the highway (recommendations on maintenance are that 3000mm allows for regrowth).
- Surfacing materials should be flexible to prevent root intrusion leading to a trip hazard.
- The maximum recommended crossfall for footways is 1 in 40 - root growth should not be allowed to result in interference.
- Leaf fall will lead to blocked gullies- planting should be mindful of siting away from drainage points.
- Where tree planting takes place in a Conservation Area or will involve the removal of heritage materials e.g. the bricks on many of Eastbourne's footways, the Conservation Officer from the Local Planning Authority will be consulted.
- The views of residents, parish or town councils are taken into consideration.
- It is acknowledged that keeping the highway safe is a priority and that it may be necessary to fell trees before they reach the end of their natural life if they are causing problems.

Community Groups should meet the following requirements to be able to carry out planting and maintenance works within the highway extent:

- £10,000,000 public liability insurance dedicated to carrying out this work specifically.
- The following qualifications are a requirement:
- NRSWA qualification level O1- Signing, Lighting and Guarding.
- NRSWA qualification level O2 - Excavation in the highway
- NRSWA qualification level LA - Location and avoidance of underground apparatus - this course is required by any operative carrying out the required CAT scan immediately prior to planting. It is also advised that a minimum of one member of the group also holds this qualification to apply for and be able to understand the underground services search that must also be applied for prior to planting.

- NRSWA qualification S1 - Supervisory for signing, lighting and guarding - this will be required unless the Senior Asset Engineer (Soft Estate) holds the qualification at the time of planting.
- The number of volunteers qualified with O1 and O2 required to be on site at the time of planting should be determined by the group's insurers.
- By completing the Community Planting Scheme Application Form, you are indemnifying ESCC against any claim arising from or in consequence of planting in the highway. It is strongly advised that you check that your insurance covers this.

East Sussex County Council cannot carry out the CAT scanning but will perform the desk-based service search.

The Community Groups will be responsible for the maintenance, management and replacement costs associated with trees that they plant for a period of 5 years. After which time ESCC highways will manage them as part of the general highway asset management programme.

## Application Form

Planting sites on ESCC Highways Land

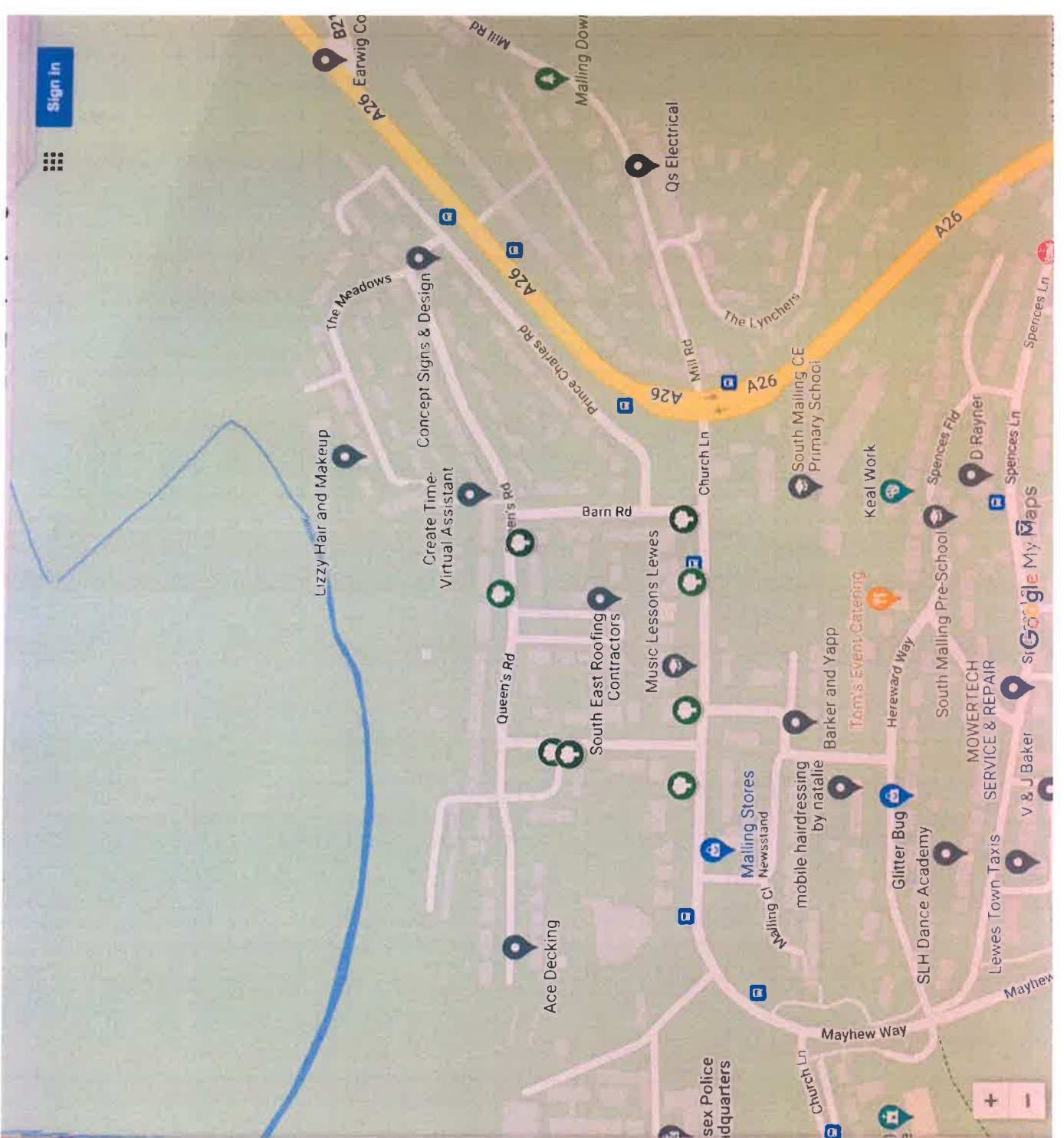
6 views

Published 3 days ago

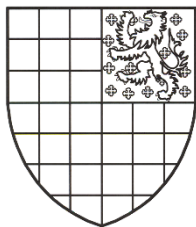
SHARE

Friends of Lewes tree planting 2022-2024

- Barn Road - 3 trees at #1
- Fitzgerald Road Green - 5 trees on green
- Queen's Road - 3 trees at #27
- Queen's Road - 1 tree at #56
- Church Lane - 4 trees at #18, #20
- Church Lane - 3 trees near #16
- Church Lane 3 trees at #4, #6, #8
- Ferrers Road - 11 trees
- Houndean Rise - 2 trees
- Cranedown - 3 trees
- Winterbourne Lane - one tree
- Fitzgerald Road - 3 trees







## MEMORANDUM

**To: All Councillors**

**Date: 20 July 2022**

**Subject: Planning Applications validated for week of 18 July 2022**

The following planning applications have been validated by the planning authority for the week of 18 July 2022. Full detail on these applications is available from the South Downs National Park Planning website

<https://planningpublicaccess.southdowns.gov.uk>

These will be considered by the Planning and Conservation Committee at their meeting on Tuesday 9 August 2022

---

Discharge of conditions 3 (schedule of external materials finishes and samples) and 4 (details of proposed meadow/green roof) related to Planning Application

SDNP/22/00897/HOUS The Workshop Pipe Passage

Ref. No: SDNP/22/03343/DCOND | Received: Thu 14 Jul 2022 | Validated: Thu 14 Jul 2022 | Status: Application in Progress

**Comment:**

---

Demolition of existing rear conservatory and bay window from previous extension, to allow for a small extension along the rear elevation to provide a more spacious kitchen / diner 18 Houndean Rise

Ref. No: SDNP/22/03340/LDP | Received: Thu 14 Jul 2022 | Validated: Thu 14 Jul 2022 | Status: Application in Progress

**Comment:**



Erection of balustrading to the first-floor rear balcony 10 - 11 Priory Crescent  
Ref. No: SDNP/22/03353/PRE | Received: Wed 13 Jul 2022 | Validated: Fri 15 Jul  
2022 | Status: Application in Progress

**Comment:**

---

New access footpath on north side of pitch, installation of improved drainage to pitch  
with new pitch surface, and installation of pump equipment and housing

The Dripping Pan

Ref. No: SDNP/22/03323/FUL | Received: Wed 13 Jul 2022 | Validated: Wed 13 Jul  
2022 | Status: Application in Progress

**Comment:**

---

Discharge of Conditions 7 (details of repairs and structural works) and 9 (details of  
hard and soft landscaping) related to planning application SDNP/17/02200/FUL

St Anne's Church

Ref. No: SDNP/22/03275/DCOND | Received: Tue 12 Jul 2022 | Validated: Tue 12  
Jul 2022 | Status: Application in Progress

**Comment:**

---

Remove velux window to garage roof and replace with dormer window

Withypool Kingston Road

Ref. No: SDNP/22/03290/LDP | Received: Tue 12 Jul 2022 | Validated: Tue 12 Jul  
2022 | Status: Application in Progress

**Comment:**

Height reduction of existing flint wall on Western Border

Pelham House

Ref. No: SDNP/22/03338/PRE | Received: Mon 11 Jul 2022 | Validated: Wed 13 Jul 2022 | Status: Application in Progress

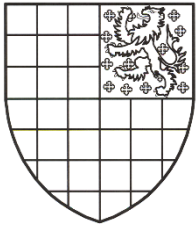
**Comment:**

---

Replacement of existing UPVC casement front bay windows with timber casement windows 19 Cleve Terrace

Ref. No: SDNP/22/03166/HOUS | Received: Tue 05 Jul 2022 | Validated: Mon 11 Jul 2022 | Status: Application in Progress

**Comment:**



## MEMORANDUM

**To: All Councillors**

**Date: 26 July 2022**

**Subject: Planning Applications validated for week of 25 July 2022**

The following planning applications have been validated by the planning authority for the week of 15 July 2022. Full detail on these applications is available from the South Downs National Park Planning website

<https://planningpublicaccess.southdowns.gov.uk>

These will be considered by the Planning and Conservation Committee at their meeting on Tuesday 9 August 2022

---

Erection of single storey rear extension and porch, both flat roofed 6 Prince Edwards Road  
Ref. No: SDNP/22/03434/LDP | Received: Thu 21 Jul 2022 | Validated: Thu 21 Jul 2022 |  
Status: Application in Progress

**Comment:**

---

Replacement single story rear extension 4 Grange Road  
Ref. No: SDNP/22/03445/PRE | Received: Wed 20 Jul 2022 | Validated: Wed 20 Jul 2022 |  
Status: Application in Progress

**Comment:**

---

Replacement front windows and door 2 Cluny Street  
Ref. No: SDNP/22/03449/PRE | Received: Tue 19 Jul 2022 | Validated: Tue 19 Jul 2022 |  
Status: Application in Progress

**Comment:**

Discharge of conditions 32, 34 and 35 relating to planning approval SDNP/17/00387/FUL  
Land at Southdowns Road

Ref. No: SDNP/22/03403/DCOND | Received: Tue 19 Jul 2022 | Validated: Tue 19 Jul 2022  
| Status: Application in Progress

**Comment:**

---

Removal of condition 3 for change of use to achieve 2no. separate dwellings 6 The Lynchets

Ref. No: SDNP/22/03421/PRE | Received: Mon 18 Jul 2022 | Validated: Tue 19 Jul 2022 |  
Status: Application in Progress

**Comment:**

---

Loft conversion, basement extension and internal alterations to a Grade II listed building  
13 Mount Pleasant

Ref. No: SDNP/22/03227/HOUS | Received: Fri 08 Jul 2022 | Validated: Wed 20 Jul 2022 |  
Status: Application in Progress

**Comment:**

---

Loft conversion, basement extension and internal alterations to a Grade II listed building.  
13 Mount Pleasant

Ref. No: SDNP/22/03228/LIS | Received: Fri 08 Jul 2022 | Validated: Wed 20 Jul 2022 |  
Status: Application in Progress

**Comment:**

---

Discharge of Condition No. 17 (Boundary Treatments in Phase 1) of Planning Consent  
SDNP/15/01303/FUL Land at Southdowns Road

Ref. No: SDNP/22/02366/DCOND | Received: Tue 17 May 2022 | Validated: Tue 17 May  
2022 | Status: Application in Progress

**Comment:**

Extension of permitted temporary recreation use for the Horse Box Bar from 28 days to 78 days per calendar year

Paddock Field North of The Residential Enclave The Old Racecourse

Ref. No: SDNP/22/03388/FUL | Received: Tue 19 Jul 2022 | Validated: Tue 19 Jul 2022 |

Status: Application in Progress

**Comment:**

---

**NB This application has been called in by the SDNPA**

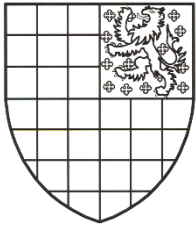
Change of use from commercial equestrian use (Sui Generis) to class E(g) including internal alterations to the existing building to accommodate 4 commercial units and external alterations to front and rear elevations.

County Stables The Motor Road Old Racecourse

Ref. No: SDNP/22/03385/FUL | Received: Tue 19 Jul 2022 | Validated: Tue 19 Jul 2022 |

Status: Application in Progress

**Comment:**



## MEMORANDUM

**To: All Councillors**

**Date: 2 August 2022**

**Subject: Planning Applications validated for week of 2 August 2022**

The following planning applications have been validated by the planning authority for the week of 2 August 2022. Full detail on these applications is available from the South Downs National Park Planning website

<https://planningpublicaccess.southdowns.gov.uk>

These will be considered by the Planning and Conservation Committee at their meeting on Tuesday 9 August 2022

---

Replacement 2no. sliding sash windows on front street elevations 15 Valence Road  
Ref. No: SDNP/22/03632/PRE | Received: Thu 28 Jul 2022 | Validated: Thu 28 Jul 2022 |  
Status: Application in Progress

**Comment:**

---

Erection of new two storey dwelling with alterations to the northern boundary wall  
207 High Street  
Ref. No: SDNP/22/03497/FUL | Received: Tue 26 Jul 2022 | Validated: Tue 26 Jul 2022 |  
Status: Application in Progress

**Comment:**

---

New grille and vent ductwork 3 Bell Lane  
Ref. No: SDNP/22/03135/FUL | Received: Mon 04 Jul 2022 | Validated: Fri 08 Jul 2022 |  
Status: Application in Progress

**Comment:**

Demolition of existing outbuilding and replacement with new garden room at the rear  
117 High Street

Ref. No: SDNP/22/02977/LIS | Received: Thu 23 Jun 2022 | Validated: Fri 22 Jul 2022 |

Status: Application in Progress

**Comment:**

---

Demolition of existing outbuilding and replacement with new garden room at the rear  
117 High Street

Ref. No: SDNP/22/02976/HOUS | Received: Thu 23 Jun 2022 | Validated: Fri 22 Jul 2022 |

Status: Application in Progress

**Comment:**

---

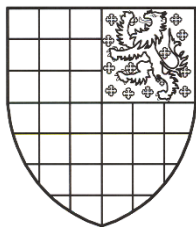
Erection of platform connecting rear door to existing terrace, addition of steps to existing  
terrace, and addition of balustrade to new platform and existing terrace

77 Highdown Road

Ref. No: SDNP/22/02966/HOUS | Received: Thu 23 Jun 2022 | Validated: Thu 21 Jul 2022 |

Status: Application in Progress

**Comment:**



Notes of a meeting of the North Street Quarter Task and Finish Group held on Monday 1 August 2022 in the Council Chamber, Town Hall, Lewes at 10.00am.

**Present:**

Councillor S Catlin

Councillor E Clarke

Councillor I Makepeace

Councillor J Vernon

Councillor K Wood

**In attendance:**

Town Clerk

Committee Administrator

**1. Election of Chair**

Councillor Vernon was elected Chair of the group

**2. Apologies**

There were apologies from Councillor Lamb who was on holiday

**3. Members' declarations of interests**

There were none.

**4. Terms of reference**

The terms of reference were discussed by the group and agreed. These are appended to these notes for approval by the Planning Committee.

**5. Updates**

Councillor Clarke had recently attended the Affordable Housing and Living working group and an Accessibility working group run by the developer of the North Street Quarter development. The Affordable Housing meeting had looked at different ratios to the element of affordable housing and whether proposed houses would be affordable to buy or would be Lewes Low-Cost housing. The meeting indicated that Lewes Low-Cost Housing would be preferable. The Accessibility meeting had been attended by representatives from the Lewes Area Access Group and discussions focused on people living with a disability and accessible travel.



## Task & finish group: terms of reference

<b>Name of Group</b>	NSQ Task & Finish Group – July 2022
<b>Decision making body to whom it will report</b>	Planning Committee
<b>Remit/Purpose</b>	<p>To examine all aspects of the development of the strategic site known as North Street Quarter, a large and multifaceted site.</p> <p>To offer Members earlier and stronger engagement in, and practical oversight of the development between committees, enabling a tangible input into discussions.</p> <p>The group itself will not make decisions; these will always be made at the Planning Committee.</p>
<b>Structure</b>	The Standing Orders of Council will generally apply but at the discretion of the Chairman, greater latitude will be permitted in order to allow members to fully discuss issues in a less formal or prescriptive manner.
<b>Objectives</b> (and how group will work to achieve them)	<ul style="list-style-type: none"> <li>• To examine the detail of the planning application to advise the planning committee, as the statutory consultee, fulfilling the representative role the town council has for its community</li> <li>• To review if the planning application meets the needs of the community, and does it meet equity needs?</li> <li>• To enable evidenced and supported responses from the Planning Committee to this planning application</li> <li>• To work collaboratively with the South Downs National Park as the planning authority, to ensure the needs of the Lewes community are addressed by this application</li> <li>• To ensure the Town Council’s Neighbourhood Plan as well as the South Downs Local Plan are adhered to and coherently applied</li> <li>• To examine the contributions, such as Community Infrastructure Levy (CIL) from this development and how they are supporting the town’s infrastructure</li> </ul>
<b>Reporting to</b>	This Task and Finish Group will function as an advisory group reporting to the Planning Committee. The group will not have sub-committee status.
<b>Key timescales and duration</b>	<p>This is an ad hoc group established for a limited time, which is proposed to be for the duration of the development and phased planning stages.</p> <p>This T&amp;FG will be reviewed by the Planning Committee at regular intervals to maintain its purpose and effectiveness.</p> <p>End date unknow at present as it is dependent on the planning</p>

	application timescales. Outline application anticipated Autumn 2022.
<b>Group Membership</b>	<p>5-7 members to be part of core group. Other members can be included for specific activities or subjects.</p> <p>Membership of the T&amp;FG shall consist of four councillors from the Planning Committee, one from each political party. Substitutes for the above members of the group may attend as and when required.</p> <p>This T&amp;FG will have the ability to co-opt stakeholders onto the group and/or invite stakeholders to engage in specific thematic meetings, as appropriate. Stakeholder involvement and input into the group's meetings will be requested and agreed by members to ensure that there is an appropriate level of representation of views, experience and knowledge to help inform the group's consideration of agendas at individual meetings. It is expected that stakeholder input could include representatives of community groups or be drawn from the wider community, where specialist skills or knowledge would be helpful to the work of the T&amp;FG.</p>
<b>Group Chair</b>	Chair to be selected by the T&FG
<b>Meeting dates</b>	The timing and number of meetings will be dictated by the volume of business for the T&FG. The group will arrange thematic meetings to ensure that it addresses all relevant issues in a focused and manageable way.
<b>Scope of work</b> (detail work areas in and out of scope)	<p>Scope is in line with the remit of the Planning Committee when considering planning applications:</p> <p>Scope of work will explore accessibility; affordable housing; transport (to include buses, walking, cycling, parking); understanding the infrastructure and the impact on the whole town; sustainability; environment; flooding and employment.</p>
<b>Resources</b>	<p>Time and commitment from Councillors</p> <p>Research and policy checking.</p> <p>Feedback can be invited from Councillors attending workshops run by the developer in a personal capacity.</p> <p>Possible meetings with planning officers</p> <p>Potential funding for professional advice</p>
<b>Lead officer(s)</b>	It is recommended that the Committee Administrator is appointed to support the group
<b>Key stakeholders / interested parties and engagement process</b>	Linked to the scope of work