

# Full Council

## 18 July 2018



Quorum: 7

*Published: Tuesday, 10 July 2018*

To the Members of the Borough Council

You are summoned to attend an ordinary meeting of Eastbourne Borough Council to be held in the Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 18 July 2018 at 6.00 pm to transact the following business.

## Agenda

**1 Minutes of the annual and ordinary meetings held on 9 May 2018**  
(Pages 1 - 18)

**2 Declarations of interests by members**

**3 Mayor's announcements**

**4 Notification of apologies for absence**

**5 Public right of address**

The Mayor to report any requests received from a member of the public under council procedure rule 11 in respect of any referred item or motion listed below.

**6 Order of business**

The Council may vary the order of business if, in the opinion of the Mayor, a matter should be given precedence by reason of special urgency.

**7 Matters referred from Cabinet or other council bodies.**

The following matters are submitted to the Council for decision (council procedure rule 12 refers):-

**(a) Treasury management annual report 2017-18**

Report of Councillor Stephen Holt on behalf of the Cabinet **(to follow)**.

**(b) Corporate plan refresh 2018-19**

Report of Councillor David Tutt on behalf of the Cabinet **(to follow)**.

## 8 Discussion on minutes of council bodies.

Members of the Council who wish to raise items for discussion (council procedure rule 14) on any of the minutes of the meetings of formal council bodies listed below must submit their request to the Committee Services Lead no later than 10.00 am on the day of the meeting. A list of such items (if any) will be circulated prior to the start of the meeting.

*The following are appended to this agenda:-*

- (a) **Minutes of meeting of Planning Committee held on 24 April 2018 (Pages 19 - 26)**
- (b) **Minutes of meeting of Conservation Area Advisory Group held on 22 May 2018 (Pages 27 - 30)**
- (c) **Minutes of meeting of Cabinet held on 23 May 2018 (Pages 31 - 36)**
- (d) **Minutes of meeting of Planning Committee held on 29 May 2018 (Pages 37 - 42)**
- (e) **Minutes of meeting of Scrutiny Committee held on 11 June 2018 (Pages 43 - 48)**
- (f) **Minutes of meeting of Planning Committee held on 26 June 2018 (Pages 49 - 56)**
- (g) **Minutes of meeting of Conservation Area Advisory Group held on 3 July 2018 (Pages 57 - 60)**
- (h) **Minutes of meeting of Cabinet held on 11 July 2018 (to follow)**

## Information for the public

**Accessibility:** Please note that the venue for this meeting is wheelchair accessible and has an induction loop to help people who are hearing impaired. This agenda and accompanying reports are published on the Council's website in PDF format which means you can use the "read out loud" facility of Adobe Acrobat Reader.

**Filming/Recording:** This meeting may be filmed, recorded or broadcast by any person or organisation. Anyone wishing to film or record must notify the Chair prior to the start of the meeting. Members of the public attending the meeting are deemed to have consented to be filmed or recorded, as liability for this is not within the Council's control.

**Public participation:** Please contact Democratic Services (see end of agenda) for the relevant deadlines for registering to speak on a matter which is listed on the agenda if applicable.

## Information for councillors

**Items for discussion:** Members of the Council who wish to raise items for discussion on any of the minutes of council bodies attached to the meeting agenda, are required to notify Democratic Services by 10am on the day of the meeting.

**Disclosure of interests:** Members should declare their interest in a matter at the beginning of the meeting.

In the case of a disclosable pecuniary interest (DPI), if the interest is not registered (nor the subject of a pending notification) details of the nature of the interest must be reported to the meeting by the member and subsequently notified in writing to the Monitoring Officer within 28 days.

If a member has a DPI or other prejudicial interest he/she must leave the room when the matter is being considered (unless he/she has obtained a dispensation).

## Democratic Services

For any further queries regarding this agenda or notification of apologies please contact Democratic Services.

**Email:** [committees@lewes-eastbourne.gov.uk](mailto:committees@lewes-eastbourne.gov.uk)

**Telephone:** 01323 410000

**Website:** <http://www.lewes-eastbourne.gov.uk/>



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## Annual Council

**Minutes of meeting held in Court Room, Town Hall, Eastbourne on 9 May 2018 at 6.00 pm**

### **Present:-**

Councillor Pat Hearn (Mayor)

Councillors Md. Harun Miah (Deputy Mayor), Margaret Bannister, Janet Coles, Jim Murray, Colin Belsey, Sammy Choudhury, Penny di Cara, Jonathan Dow, Tony Freebody, Stephen Holt, Gill Mattock, Paul Metcalfe, Pat Rodohan, Dean Sabri, Margaret Robinson, Alan Shuttleworth, Robert Smart, Kathy Ballard, Colin Swansborough, Barry Taylor, Troy Tester, David Tutt, John Ungar and Steve Wallis

### **Officers in Attendance:**

Robert Cottrill (Chief Executive), Alan Osborne (Deputy Chief Executive), Peter Finnis (Assistant Director of Corporate Governance) and Jackie Gavigan (Head of Democratic Services)

### **1 Election of Mayor.**

It was proposed by Councillor Tutt and seconded by Councillor Shuttleworth:

“That Gill Mattock, a Councillor of this Borough be elected Mayor for the 2018/19 municipal year and until the election of Mayor at the next Annual Meeting of the Council.”

It was accordingly:-

**Resolved:** That Gill Mattock, a Councillor of this Borough be elected Mayor for the 2018/19 municipal year and until the election of Mayor at the next Annual Meeting of the Council.

Councillor Mattock then made the statutory declaration of acceptance of office as Mayor.

In her speech of acceptance, the Mayor reported that her nominated charities for the 2018/19 year would be Memory Lane and Wayfinder Woman.

### **2 Declarations of interests by members.**

No declarations were made.

**3 Minutes.**

The minutes of the meeting held on 21 February 2018 were presented and the Mayor was authorised to sign them as a correct record.

**4 Apologies for absence.**

Apologies for absence were reported from Councillors Jenkins and Murdoch.

**5 Appointment of Deputy Mayor.**

It was proposed by Councillor Tutt and seconded by Councillor Dow:

“That Kathy Ballard, a Councillor of this Borough be appointed Deputy Mayor for the 2018/19 municipal year and until the next Annual Meeting of the Council.”

It was accordingly:-

**Resolved:** That Kathy Ballard, a Councillor of this Borough be appointed Deputy Mayor for the 2018/19 municipal year and until the next Annual Meeting of the Council.

Councillor Ballard then made the statutory declaration of acceptance of office as Deputy Mayor and announced that her Deputy Mayor’s Consort for the year would be Mr Jon Ballard.

**6 Investiture of Mayor's Consort.**

The Mayor reported that Mr Alan Mattock supported by Ms Cherine Maskell would undertake the duty of Mayor’s Consorts for the 2018/19 municipal year.

**7 Mayor's Chaplain.**

The Mayor reported that the Reverend Mike Blanch would be serving as the Mayor’s Chaplain for the 2018/19 municipal year.

**8 Executive arrangements.**

Councillor Tutt reported the following:

**(1)** That the names of those councillors to serve on the Cabinet and the Councillor appointed as Deputy Leader of the Council (and Deputy Chairman of the Cabinet) be as shown on the schedule attached to these minutes for the 2018/19 municipal year and that the respective areas of responsibility for each member of the Cabinet be noted.

**(2)** That a vote of thanks be recorded for the significant contribution to the work of the Cabinet by Councillors Mattock and Sabri during their tenure.

(3) To welcome the new appointments of Councillor Holt (Financial Services including Accountancy, Audit, Purchasing and Payments) and Councillor Swansborough (Core Support and Strategic Services).

(4) That the terms of reference and constitution of the Cabinet be as set out in the Council's Constitution.

(5) That delegations to individual Cabinet members in respect of executive functions have not been made at this time.

**9 Establishment of Council committees, appointment of chairmen, deputy chairmen and members to serve on Council committees, appointment of chairman and non-executive directors on boards and other appointments.**

The Council noted the report of the Head of Democratic Services on the allocation of seats on Council bodies for 2018/19 and a proposed schedule of nominations.

Following a proposal from Councillor Tutt, seconded by Councillor Freebody, it was:

**Resolved: (1)** That the proposed number and allocation of seats and nominations as set out on the submitted schedules as attached to these minutes be approved.

(2) That the continuation of the following bodies be confirmed with terms of reference as set out in the Council's Constitution, and that they have a fixed membership to which members are appointed by the Chief Executive, Deputy Chief Executive or relevant Director as the need arises:

Equality Steering Group, Council Panels, Recruitment Panels, Task Groups and Project Boards

(3) That the existing independent person (Mr Neal Robinson) be re-appointed under the provisions of the Localism Act 2011 for the municipal year 2018/19.

**10 Programme of meetings for 2018/19.**

Following a proposal from Councillor Tutt, seconded by Councillor Freebody, it was:

**Resolved:** That the programme of meetings for all bodies in the Council structure in the municipal year 2018/19 be confirmed in accordance with the schedule circulated with the agenda.

**11 Delegation of non-executive functions.**

Following a proposal from Councillor Tutt, seconded by Councillor Freebody, it was:

**Resolved:** That the delegation of non-executive functions, including terms of reference, to Committees, Sub-Committees and other Council bodies as set out in the relevant sections of the Council's Constitution be approved.

**12 Scheme of delegations to officers and proper officer functions.**

Following a proposal from Councillor Tutt, seconded by Councillor Freebody, it was:

**Resolved:** That the scheme of delegations to officers and proper officer functions as set out in the relevant sections of the Council's Constitution be approved.

**13 Appointments to outside and other bodies.**

Following a proposal from Councillor Tutt, seconded by Councillor Shuttleworth, it was:

**Resolved:** That the appointment of Members to serve on outside and other bodies be approved in accordance with the names listed on the schedule attached to these minutes.

The meeting ended at 6.55 pm

Councillor Gill Mattock (Mayor)



## Council Year 2018/2019

### Schedule of Group Nominations, including proposed appointments to the Cabinet by the Leader designate

**Notes:** (1) Where the number of members of a body is variable, the optional additional member number is bracketed – please see the accompanying paper on the application of the political balance rules where the different options are considered.

(2) Substitutes are allowed where indicated. The Council's Constitution requires that these be named and appointed at the Annual meeting. A number equal to the number of committee members from a Group up to a maximum of 3 are allowed for that Group unless stated otherwise.

**CABINET** (Leader of the Council plus additional members of the controlling group). The formal appointment of the members (other than the Leader) is to be made by the Leader following his/her appointment by the full Council. The law requires that the Cabinet shall have at least 3 but not more than 10 members (including the Leader).

1	<b>Leader of the Council: David Tutt</b> <i>Responsibilities aligned with Chief Executive and including the community strategy, local strategic partnership, the corporate plan and economic development.</i>
2	<b>Deputy Leader: Alan Shuttleworth</b> <i>Direct assistance services including revenues and benefits, housing and community development and bereavement services.</i>
3	<b>Stephen Holt:</b> <i>Financial services including accountancy, audit, purchasing and payments.</i>
4	<b>Margaret Bannister:</b> <i>Tourism and leisure services.</i>
5	<b>Jonathan Dow:</b> <i>Place services including cleansing and recycling, parks and downland, engineering, building and development control, planning policy and strategy, environmental health and licensing.</i>
6	<b>Colin Swansborough:</b> <i>Core support and strategic services.</i>
7	<b>John Ungar:</b> <i>Community safety</i>

**OPPOSITION "SHADOW CABINET"** (Notification for information)

1	<b>Opposition Leader: Tony Freebody</b> <i>Community strategy, local strategic partnership, corporate plan and economic development.</i>
2	<b>Deputy Leader: Penny di Cara</b> <i>Financial Services, including accountancy, audit, purchasing and payments.</i>
3	<b>Gordon Jenkins:</b> <i>Building and development control, planning policy and strategy, engineering and community safety.</i>
4	<b>Colin Murdoch:</b> <i>Tourism and leisure services.</i>
5	<b>Paul Metcalfe:</b> <i>Revenues and benefits, housing and community development and bereavement services.</i>
6	<b>Colin Belsey:</b> <i>Core support and strategic services.</i>
7	<b>Robert Smart:</b> <i>Cleansing and recycling, parks and downland, environmental health and licensing.</i>

**COMMITTEES**

**Scrutiny Committee** (7 or 8 members, not members of the Cabinet or the Mayor. Chairman to be appointed from the largest opposition group and Deputy Chairman from the controlling group.

Controlling Group		Opposition	
1	D/Ch: Dean Sabri	6	Ch: Penny di Cara
2	Md Harun Miah	7	Colin Belsey
3	Jim Murray	8	Robert Smart
4	Pat Rodohan	Substitutes:	
5	Steve Wallis		
Substitutes:		1	Paul Metcalfe
1	Janet Coles	2	Barry Taylor
2	Margaret Robinson		

**Planning Committee** (12 trained Councillors - not Cabinet members. 8 as members of the Committee and 4 as substitutes).

Controlling Group		Opposition	
1	Ch: Jim Murray	6	Barry Taylor
2	D/Ch: Janet Coles	7	Paul Metcalfe
3	Md Harun Miah	8	Colin Murdoch
4	Margaret Robinson	Substitutes:	
5	Sammy Choudhury	1	Penny di Cara
<b><i>Substitutes:</i></b>		2	Gordon Jenkins
1	Steve Wallis		
2	Pat Hearn		

**Licensing Act and General Licensing Committees** (Between 10 and 15 trained Members (13 proposed for 2018/19) – not Cabinet members). Substitutes are not allowed.

Controlling Group		Opposition	
1	Ch: Troy Tester	10	Colin Belsey
2	D/Ch: Pat Rodohan	11	Tony Freebody
3	Sammy Choudhury	12	Colin Murdoch
4	Janet Coles	13	Robert Smart
5	Pat Hearn		
6	Jim Murray		
7	Margaret Robinson		
8	Steve Wallis		
9	Vacant – name to be advised		

**Sub-Committee Standing Chairmen:** (Between 3 and 5 members drawn from the membership of the Licensing Committees)

Controlling Group		Opposition	
1	Troy Tester	5	Colin Belsey
2	Pat Hearn		
3	Pat Rodohan		
4	Margaret Robinson		

**Audit and Governance Committee** (8 Councillors)

Controlling Group		Opposition	
1	Ch: Dean Sabri	6	Penny di Cara
2	D/Ch: Troy Tester	7	Paul Metcalfe
3	Sammy Choudhury	8	Barry Taylor
4	Margaret Robinson	Substitutes:	
5	Md Harun Miah	1	Colin Belsey
Substitutes:		2	Tony Freebody
1	Gill Mattock		
2	Colin Swansborough		

### **ADVISORY GROUPS**

**Conservation Area Advisory Group** 4 (or 3) members, not Planning Committee members, plus external advisors.

In 2017/18 the Conservation Area Advisory Group had 4 members. Past Council practice has been to allow the opposition an equality of seats.

Controlling Group		Opposition	
1	Ch: Pat Rodohan	3	Colin Belsey
2	D/Ch: Colin Swansborough	4	Robert Smart
		Substitute: Tony Freebody	

**Joint Staff Consultative Committee** (3 members, 2 from the controlling group and 1 from the largest opposition group, plus staff representatives. Controlling Group's representation to include at least 1 Cabinet member. Chairmanship alternates between Employer's and Staff Sides). *N.B. Staff Side will take chair in 2018/19*

Controlling Group		Opposition	
1	D/Ch: Colin Swansborough	1	Colin Belsey
2	Alan Shuttleworth		
Substitutes:		Substitutes:	
1	Stephen Holt	1	Penny Di Cara
2	David Tutt	2	Gordon Jenkins

### **TASK GROUPS:**

#### **Grants Task Group** (3 members)

Controlling Group		Opposition	
1	Ch: Alan Shuttleworth	3	Penny di Cara
2	Margaret Bannister		

#### **Downland Forum** (3 members)

Controlling Group		Opposition	
1	Gill Mattock	3	Colin Belsey
2	Pat Hearn		

#### **Town Team Grants Panel** (3 members)

Controlling Group		Opposition	
1	David Tutt	3	Tony Freebody
2	Stephen Holt		

### **EBC COMPANY DIRECTORSHIPS:**

#### **Eastbourne Homes - Non Executive Directors** (currently 2)

1	Pat Hearn
2	Kathy Ballard

#### **Welbeing (formerly Wealden and Eastbourne Lifeline) Board - Non Executive Directors** (Council's Chief Executive and one "independent" external person)

1	Robert Cottrill (CE)	2	<i>Independent person</i>
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#### **CloudConnX Board – Director** (Council's Chief Executive)

1	Robert Cottrill (CE)
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#### **Eastbourne Housing Investment Company Limited Board:**

1	David Tutt (Leader)
2	John Ungar (Cabinet member)
3	Roger Eastwood (Chair, Eastbourne Homes Ltd)
4	Ian Fitzpatrick, Director of Regeneration and Planning

5	Vacant, Director of Service Delivery
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**PROJECT BOARDS:**

**Airbourne Project Board:** Cllrs Margaret Bannister, Colin Murdoch (substitute Gordon Jenkins) and David Tutt

**Homes First Working Group:** Cllr Alan Shuttleworth

**Carbon Reduction Board:** Cllrs Margaret Bannister, Jonathan Dow and Jim Murray.

**Devonshire Park Project Board:** Cllrs Margaret Bannister, Colin Murdoch (substitute Gordon Jenkins) and David Tutt

**Joint Transformation Programme Board:** EBC Cllrs Tony Freebody (substitute Penny di Cara), Stephen Holt and David Tutt.

**Local Plan Steering Group:** Cllrs Margaret Bannister, Jonathan Dow, Pat Hearn, Gordon Jenkins (substitute Barry Taylor), Jim Murray and David Tutt

**Redoubt Museum Policy Group:** Cllrs Stephen Holt and Colin Murdoch

**Strategic Property Board:** Cllrs John Ungar, Barry Taylor (substitute Gordon Jenkins) and David Tutt

**Terminus Road Project Board** (joint with ESCC): Cllrs Tony Freebody (substitute Penny di Cara) and David Tutt

**Wish Tower Project Board:** Cllrs David Tutt, Colin Murdoch (substitute Gordon Jenkins) and Margaret Bannister.

**OTHER:**

**Armed Forces Covenant Champion:** Cllr Pat Hearn

**Black and Minority Ethnic (BME) Champion:** Cllr Md Harun Miah

**Councillors appointed to hold a Youth Brief:** Cllrs Gordon Jenkins, Stephen Holt, Dean Sabri and Troy Tester

**Disability Champion:** Cllr Janet Coles

**Energy Champion:** Cllr Jonathan Dow

**Heritage Champion:** Mrs Rebecca Madell

**Hospitals Champion:** Hon. Freeman Mrs Elizabeth Walke

## REPRESENTATION ON OUTSIDE AND OTHER BODIES 2018/2019



*List approved at the annual meeting of the council on 9 May 2018.*

*Names are marked with an asterisk (\*) where the name has changed from 2017/18.*

<b>Organisation</b>	<b>Council's Representative(s)</b>
3VA (Voluntary Action Eastbourne), observer.	*Cllr Alan Shuttleworth
Age Concern	Cllr Pat Rodohan (Board Member)
BHT Advice Eastbourne (formerly Eastbourne Housing Aid and Legal Centre)	Cllr Alan Shuttleworth
British Destinations (Annual Conference)	Relevant Cabinet Member (Cllr Margaret Bannister) or nominee
British Destinations (nomination to Policy Committee if election arises)	Relevant Cabinet Member (Cllr Margaret Bannister) or nominee
Cavendish Sports Centre Joint Liaison Committee	Cllrs Colin Murdoch (substitute Colin Belsey) and John Ungar
Citizens Advice Bureau	Cllr Colin Swansborough
Community Safety Partnership	<i>See separate listing for this partnership and its linked groups and forums at end of this schedule.</i>
Cultural Involvement Group	Cllrs Dean Sabri and Md Harun Miah
Disability Involvement Group	Council's Disability Champion (Cllr Janet Coles) and Mr Raymond Blakebrough
East Sussex Building Control Partnership	Relevant Cabinet Member (Cllr Jonathan Dow) N.B. Lead officer to deputise.
East Sussex Equality and Involvement Network – Community Tension	Relevant Cabinet Member (Cllr John Ungar) or nominee

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East Sussex Gypsy and Traveller Forum	Relevant Cabinet Member (Cllr Jonathan Dow) and relevant Shadow Cabinet member (or their respective nominees). Opposition nominee is Cllr Barry Taylor (substitute Cllr Robert Smart).
East Sussex Gypsy and Traveller Members' Group	Relevant Cabinet Member (Cllr Jonathan Dow) or nominee
East Sussex Health and Wellbeing Board	Cllr Margaret Robinson is nominee. Two voting members rotate between districts and boroughs on an annual basis  If not a voting member, can attend as an observer with speaking rights.
East Sussex Health Overview and Scrutiny Committee (co-opted member) (N.B. law requires nomination to be a member of the Council's Scrutiny Committee)	Cllr Janet Coles (substitute member name to be advised)
East Sussex Joint Waste Committee (Must be Cabinet members)	Relevant lead Cabinet members (Cllrs *Jim Murray and Jonathan Dow) (Substitutes: Cllrs David Tutt and Alan Shuttleworth)
East Sussex Strategic Partnership	Relevant Cabinet Member (Cllr David Tutt) or nominee. Council is represented by the Chief Executive
East Sussex Strategic Planning Member Group	Cllr Jonathan Dow
Eastbourne Amalgamated Charities (Trustees)	Council nominated trustees: Mr B R Etheridge (until 31 May 2019) Councillor Janet Coles (until 31 May 2019)
Eastbourne and Wealden YMCA Board	Cllr Jim Murray
Eastbourne and District Enterprise Agency Limited (EDEAL)	Cllr David Tutt (or nominee)
Eastbourne Cultural Communities Network (ECCN)	Cllr Jim Murray
Eastbourne Defibrillator Partnership	Cllr Alan Shuttleworth (Chair)
Eastbourne Education Business Partnership	Mr Robert Cottrill (Council's Chief Executive)
Eastbourne Housing Forum	Relevant Cabinet Member (Cllr Alan Shuttleworth) or nominee

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Eastbourne Leisure Trust	Cllr Jim Murray (N.B. observer/adviser without voting rights.)
Eastbourne Open Bowling Tournament Management Committee	Cllr Pat Hearn
Eastbourne Seniors Club (appointment of trustee)	The Mayor or her nominee.
Eastbourne Strategic Partnership	Relevant Cabinet Member (Cllr David Tutt) or nominee
Equality and Fairness Steering Group	Relevant Cabinet Member or nominee (*Cllr Alan Shuttleworth is the nominee)
Redoubt Fortress Access Group	Cllr Stephen Holt
Hampden Park Sports Centre Joint Liaison Committee	Cllrs Pat Hearn and Colin Swansborough
iESE Limited (General Meeting Representative)	*Cllr Alan Shuttleworth
iESE Transformation Limited (General Meeting Representative)	*Cllr Alan Shuttleworth
Local Government Association	Leader of the Council (with voting rights), plus Deputy Leader and Opposition Leader (or their respective nominees – Opposition nominee is Cllr Penny di Cara); all of whom should be Cabinet or Shadow Cabinet members
Local Government Association – East Sussex Branch	Leader and Deputy Leader of the Council
Local Government Association Coastal Issues Special Interest Group	Relevant Cabinet Member (Cllr Margaret Bannister) or nominee
Pevensey and Cuckmere Water Level Management Board	6 members Cllrs Janet Coles, *Barry Taylor, Margaret Robinson, Pat Rodohan, *Jonathan Dow and Robert Smart
Royal Project (in support of the Royal Hippodrome Theatre)	Council nominated trustee: *Cllr Pat Hearn
Salvation Army Eastbourne Steering Group	Cllr Margaret Bannister
South Downs National Park Authority	Cllr Gill Mattock (until May 2019)
Sussex Police and Crime Panel	Cllr John Ungar (until May 2019) (Cllr Colin Swansborough is the named substitute)

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South East England Councils	Relevant Cabinet Member or nominee. Nominee is Cllr *Stephen Holt (with Cllr David Tutt as substitute)
Sussex Downs College	Cllr Jim Murray in the event that the college seek a nomination from the Council.
Taxi and Private Hire Forum	All members of the Licensing Committee are invited to attend. (N.B. meets only as and when required.)
Team East Sussex	Leader of the Council (Cllr David Tutt). *Cllr John Ungar is the substitute.
Towner Charitable Trust	Cllr Colin Swansborough and Ms Kay Cadell
University of Sussex Court	The Mayor and Chief Executive

### **COMMUNITY CENTRE MANAGEMENT COMMITTEES**

Hampden Park	Cllr Colin Swansborough
Langney	Cllrs Alan Shuttleworth (Langney ward) and David Tutt (St Anthony's ward)
Old Town	Cllr John Ungar
The Trees	Cllrs Sammy Choudhury, Pat Hearn and Colin Murdoch
Regency Park	Cllr Steve Wallis

### **NEIGHBOURHOOD MANAGEMENT PARTNERSHIP GROUPS**

East Hampden Park (Co-ordinated by EBC and Sussex Police)	Ward councillors are invited to attend all these groups.
Kingsmere Operations Group (Co-ordinated by Amicus Horizon Housing Association)	
Old Town (Co-ordinated by Eastbourne Homes)	
Shinewater Operations Group (Co-ordinated by EBC)	
Willingdon Trees (Co-ordinated by Places for People)	

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**COUNCILLOR REPRESENTATION ON THE EASTBOURNE COMMUNITY  
SAFETY PARTNERSHIP AND LINKED GROUPS AND FORUMS**

<b>Partnership Group</b>	<b>Representation</b>	<b>Councillor(s)</b>
Community Safety Partnership Main Board	Portfolio holding Cabinet Member or nominee	Cllr John Ungar
Joint Action Group (JAG)	Leader of the Council, Portfolio holding Cabinet Member, Opposition Leader and Opposition Shadow Cabinet spokesperson or respective nominees.	Cllrs David Tutt, John Ungar, *Barry Taylor and Gordon Jenkins (Opposition group substitute Penny di Cara)
Neighbourhood Watch Committee	One Member from either Group	Cllr John Ungar
Overseas Students Advisory Committee	Two Councillors, one from each Group	Cllrs Margaret Bannister and Colin Murdoch
Nightwatch	One Member from either Group	Cllr John Ungar
Shopwatch	One Member from either Group	Cllr John Ungar
Neighbourhood Panels (Co-ordinated by Sussex Police)	Ward Councillors are invited to attend	

## **Full Council**

**Minutes of meeting held in Court Room, Town Hall, Eastbourne on 9 May 2018  
at 7:00 pm**

### **Present:-**

Councillor Gill Mattock (Mayor)

Councillors Kathy Ballard (Deputy Mayor), Janet Coles, Jim Murray, Margaret Bannister, Colin Belsey, Sammy Choudhury, Penny di Cara, Jonathan Dow, Tony Freebody, Pat Hearn, Stephen Holt, Paul Metcalfe, Md. Harun Miah, Pat Rodohan, Dean Sabri, Margaret Robinson, Alan Shuttleworth, Robert Smart, Colin Swansborough, Barry Taylor, Troy Tester, David Tutt, John Ungar and Steve Wallis

### **Officers in Attendance:**

Robert Cottrill (Chief Executive), Alan Osborne (Deputy Chief Executive), Peter Finnis (Assistant Director of Corporate Governance) and Jackie Gavigan (Head of Democratic Services)

#### **14 Declarations of interests by members.**

No declarations were made.

#### **15 Apologies for absence.**

Apologies for absence were reported from Councillors Jenkins and Murdoch.

#### **16 Public right of address.**

Mr Roy Peacock addressed the meeting under Agenda Item 6(a) regarding parking on pavements and verges.

#### **17 Order of business.**

Business proceeded in accordance with the summons.

#### **18 Pay policy statement.**

Council considered the report of the Deputy Chief Executive which sought approval for updates to the Pay Policy Statement produced in accordance with a requirement in the Localism Act 2011.

It was proposed by Councillor Tutt, seconded by Councillor Shuttleworth and:

**Resolved: (By 18 votes for, none against with 6 abstentions)** That the revised Pay Policy Statement be approved for publication on the Council's website.

## 19 Parking on pavements and verges.

Councillor Smart moved and Councillor Taylor seconded a notice of motion that:

*"We propose a bylaw throughout Eastbourne to prohibit the parking on pavements and verges except for specified locations".*

Councillor Ungar moved and Councillor Tutt seconded an amendment to the motion that:

*"Eastbourne Borough Council supports moves to prohibit the parking on pavements and verges except for specified locations.*

*The Council welcomes the Government decision to review this issue and will make representations to them to ban pavement parking everywhere other than specifically designated areas. In doing so this will avoid the Council calling upon East Sussex County Council as the Highways Authority to introduce a town wide ban, which they say would be expensive to the public purse, due to the need for repeated signage.*

*Whilst awaiting the outcome of the review, which will hopefully lead to legislative changes, the Council will support requests made by Council members to East Sussex County Council requesting Traffic Regulation Orders to ban this practice in the worst affected areas of the town".*

Roy Peacock addressed the Council on the motion.

Members' debate on the amended motion included:

- The problems caused by pavement parking throughout the town.
- The limited police powers to enforce parking restrictions.
- The need for a national response that took into account the views of those most impacted and the costs involved.

The amendment was put to the vote.

**Resolved: (By 17 votes for and none against)** That the amended motion be approved.

## 20 Discussion on minutes of council bodies.

The minutes of seven meetings of council bodies from 20 February 2018 to 24 April 2018, as set out in the summons, were received. Minute 121 of the Planning Committee on 27 March 2018 (Eastbourne Pier, Application ID:

171394, 171397, 171398) was discussed and Members noted that although the new buildings had been approved to ensure the economic viability of the site, the steelwork of the pier was structurally sound and did not require work at present.

Minute 45 of the Conservation Area Advisory Group on 3 April 2018 (Kempston, 3 Granville Road, Application ID: 180040) was discussed, and Members noted that the rules on speaking at Planning Committee were there to enable a fair and democratic representation of speakers on applications.

Further to Council Procedure Rule 14.3 it was:

**Resolved: (Unanimously)** That the minutes of the council bodies as set out in the summons be accepted.

The meeting ended at 8.12 pm

Councillor Gill Mattock (Mayor)

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Tuesday, 24 April 2018  
at 6.00 pm



## Planning Committee

Present

**Members:** Councillor Jim Murray (Chairman) Councillor Janet Coles (Deputy-Chairman) Councillors Sammy Choudhury, Md. Harun Miah, Colin Murdoch, Margaret Robinson, Barry Taylor and Paul Metcalfe (as substitute for Gordon Jenkins)

### 124 Minutes of the meeting held on 27 March 2018.

The minutes of the meeting held on 27 March 2018 were submitted and approved and the Chair was authorised to sign them as an accurate record.

### 125 Apologies for absence.

An apology for absence was reported from Councillor Jenkins.

### 126 Declarations of Disclosable Pecuniary Interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct.

Councillor Murray declared a personal and prejudicial interest in minute 127, 2 Clifford Avenue as a friend of the applicant's family. Councillor Murray withdrew from the room whilst the item was considered and did not vote thereon.

### 127 2 Clifford Avenue. Application ID: 180170.

Raising of roof ridge height and two dormers and one rooflight on the rear elevation – **OLD TOWN.**

The following further information was reported during the meeting; One objection not previously raised was reported as follows: 'our sons window in his bedroom will be affected by the exceptional height of the build and the addition of the protruding dormer. As these will stick out beyond his window and this is the only window/ source of light in this room'

In response and for clarification the committee was advised that 2 Clifford Avenue and the first floor window of number 4 Clifford Avenue were 4.9m apart. The rear elevation of number 4 was back from the rear elevation of number 2 by approx. 2.5m. Due to the combination of the orientation of the properties, distance between the properties and that the dormer would be above the height of the windows at number 4 and set in from the edge of the roof line by 0.8m there would be minimal and insignificant loss of light which was unlikely to cause a significant impact of loss of light.

The committee was advised that a petition had been signed by 22 surrounding households of which were 32 individuals requesting that the committee refuse the application.

Mr Vogels addressed the committee in objection stating that the roof would be too high and would result in a loss of light and overshadowing. He also stated that he would suffer a loss of privacy and the development would be out of keeping with the surrounding area.

Mr Chalinor, agent for the applicant, addressed the committee in response stating that there was no uniformity in the street scene and that the design of the dormer windows would lessen the opportunity for overlooking.

The committee discussed the application and agreed that the scheme would be an overdevelopment.

NB: Councillor Murray withdrew from the room whilst this item was considered.

**RESOLVED: (By 4 votes to 3)** That permission be refused on the grounds that:

The proposed development by reason of its scale, mass and design would be unsympathetic and detrimental to the character and appearance of the site in particular and the wider area in general resulting in an unsympathetic form of development, detrimental to the visual appearance and wider range views of the site as well as giving rise to an overbearing and unneighbourly form of development contrary to Policies B2, HO20 and D10a of the Eastbourne Core Strategy 2013 and Policy UHT2 Eastbourne Borough Plan Saved Policies 2001 – 2011.

Appeal

Should the applicant appeal the decision the appropriate course of action to be followed, taking into account the criteria set by the Planning Inspectorate, is considered to be written representations.

**128 Kempston, 3 Granville Road. Application ID: 180040.**

Demolition of existing building and redevelopment to provide x16 residential apartments (Use Class C3) (x8 net additional), new vehicle access on Granville Road and car parking – **MEADS.**

The committee was advised that Stephen Lloyd MP objected to the application for the following reasons:

1) The property listed for demolition was a fine example of a Victorian house and retained many of its original features. 2) Eastbourne needed affordable housing and it appeared that the property owners had deliberately run down the property over the years and failed to make much of an effort to rent out the remaining empty flats in the block. This was inappropriate and frankly did not fill Mr Lloyd MP with confidence at this company's future plans. Bulldozing this structure and replacing it under the aegis of their current planning application did not include any element of affordable housing, all of which the current block offered. 3) The building

had an important historical footprint; it was a military hospital in World War 1. In this year the 100<sup>th</sup> commemoration of the Great War, it would be wrong to demolish a building which maintained a living history link with the important time in our nation's journey. 4) Mr Lloyd MP believed that were this planning application be granted, it could encourage other property developers to neglect similar period buildings with an agenda to dismantle them. This would undermine the high quality aspect of the area, resulting in a further deterioration of an area of High Townscape Value.

It was also reported that the Specialist Advisor for Conservation objected to the application for the following reasons:

Although not originally the subject of a conservation consultation due to its non-protected location, the application's consideration by CAAG and significant public interest invited commentary on my part and he made the following points.

1) 3 Granville Road was a sizeable Victorian villa that clearly evidenced a number of features that typified and helped define the character and appearance of this area, which in turn formed part of the broader, distinctive town- planned vision for Eastbourne developed for the 7th Duke of Devonshire. 2) As such, this attractive and carefully detailed property made a positive contribution to its well- established and verdant residential community, which underpinned the local designation as an area of High Townscape value. 3) The absence of additional specific heritage protection for the property was unfortunate, although it appeared from documentary evidence submitted by a local resident that positive consideration was given to extending the College Conservation Area to encompass the area occupied by this property in the mid- 1980s. This was never actioned, however. As indicated at Conservation Area Advisory Group on 2 April 2018, an opportunity to reassess the situation would arise over the coming months as the Council were currently planning to undertake an appraisal of an Eastbourne conservation area during the 2018-19 cycle, and it was felt appropriate that this effort was focused on reviewing College or Meads Conservation Areas, thereby allowing for the issue of small pockets of non-coverage such as this to be reviewed afresh. 4) A number of substantial individual properties in the immediate area had been demolished over the course of the last 40 years. These had generally been replaced by apartment blocks in a range of broadly 'contemporary' styles, the effect of which had been to slowly alter, and erode, the traditional character and appearance of the area. This application also envisaged the replacement of a single dwelling, admittedly now internally sub-divided into a number of rented apartments, benefitting from generous outdoor space with another copycat block, with existing garden areas given over for parking spaces. This loss of green space was a cause for concern. 5) The design for the new block was broadly similar to a number of other developments locally, and did not invite any great excitement or commendation in architectural terms. Indeed, the design was not especially innovative, or of its time, and certainly did not use its distinctive and distinguished setting as an architectural inspiration, opting instead for a rather nondescript built form. The overall sense was one of a missed opportunity even in its own terms. In conclusion the Specialist Advisor for Conservation stated that he strongly believed that the proposed demolition of 3 Granville Road and its replacement by an apartment block of the kind envisaged is an inappropriate development for its setting and would have an adverse effect on the area in which it was situated.

Finally, the Specialist Advisor for Planning reported that the Victorian Society objected to the application for the following reasons:

1) Kempston was a handsome red-brick villa which occupied a prominent plot at the corner of Granville and Blackwater Roads. It was a finely detailed building, with many of its original features intact. 2) The building played an important role in defining the character of the immediate area, and especially the view along Blackwater Road which currently presented an almost complete prospect of handsome Victorian Villas. 3) Not only would the proposals result in the total loss of the non-designated heritage asset, but they would also significantly erode the predominantly Victorian character of the local area. There were already modern developments on two of the adjacent corner plots; far from setting a precedent these developments made it even more important that further erosion of local character was resisted.

Ms Hodge addressed the committee in objection stating that the property was in an area of High Townscape Value. She stated that the development would have a detrimental impact on Blackwater Road.

Councillor Smart, Ward Councillor, addressed the committee in objection stating that the property should be included in the forthcoming Conservation Area review.

Ms Nagy, agent for the applicant, addressed the committee in response stating that the property was in need of considerable repair, but was not of such significance to warrant listing. She also stated that there were many different styles of properties within the vicinity of this proposed development.

The committee discussed the proposals and agreed that it would be an overdevelopment of the site which would be out of keeping with the surrounding area.

The committee also requested that should the applicant wish to appeal, such an appeal should be in the form of an informal hearing so as to allow all interested parties the opportunity to raise their concerns.

**RESOLVED: (Unanimous)** That permission be refused on the grounds that:

- 1) The proposed demolition would result in the loss of this Victoria Villa within an Area of High Townscape Value, detrimental to the character and appearance of the area contrary to saved policy UHT16 of the Borough Plan 2007, D10 of the Core Strategy Local Plan 2013 and section 12 of the National Planning Policy Framework 2012.
- 2) The proposal, by virtue of the height, footprint, bulk and scale and detailed design and materials is an over development of the plot which does not respect the character and appearance of the Area of High Townscape Value nor the pattern of development in the area, contrary to saved policy UHY1, UHT4, UHT5 and UHT16 of the Borough Plan 2007, Policies D10 and D10a of the Core Strategy Local Plan 2013 and Section 7 of the National Planning Policy Framework 2012.

Appeal

Should the applicant appeal the decision the appropriate course of action to be followed, taking into account the criteria set by the Planning Inspectorate, was considered to be an informal hearing.

**129 33 Netherfield Avenue. Application ID: 180003.**

Proposed erection of porch to the front elevation and a raised platform to the rear with steps leading down to new patio area – **ST ANTHONYS.**

The committee was advised that given the fence works that had been implemented and to date all neighbours wished to withdraw their objections to the proposal. In terms of overlooking the neighbours now supported the scheme.

**RESOLVED: (Unanimous)** That permission be granted subject to the following conditions:

- 1) The development hereby permitted shall be commenced before the expiration of three years from the date of this permission.
- 2) The development hereby permitted shall be carried out in accordance with the approved drawings submitted on 02 January 2018:

- Drawing No. DWG 11a – Site Plan & Block Plan
- Drawing No. DWG 1 – Pro G/F Plan
- Drawing No. DWG 2 – Pro G/F & Pro Rear Elev
- Drawing No. DWG 3 – Pro Front Elev
- Drawing No. DWG 4 – Pro Side Elev & Ex Side Elev
- Drawing No. DWG 5 – Pro Side Elev & Ex Side Elev

- 3) The external finishes of the development hereby permitted shall match in material, colour, style, bonding and texture those of the existing building.
- 4) Notwithstanding the plans hereby approved, all water run-off from the new roof, platform/steps and raised rear patio shall be dealt with using rainwater goods installed at the host property and no surface water shall be discharged onto any adjoining property, not shall the rainwater goods or downpipes encroach on the neighbouring property and thereafter shall be retained as such.

**130 Arundel Court, 20 Arundel Road. Application ID: 171376.**

Outline Planning Permission (Access, Appearance, Layout and Scale) for proposed demolition of existing dwelling and erection of 19 flats together with parking spaces – **UPPERTON.**

The committee was advised that further comments from the Specialist Advisor for Arboriculture, following the submission of Arboriculture Method Statement and Arboricultural Impact Assessment, had been received. It was still not considered that the footprint of the building could safely accommodate the tree and its vulnerable rooting system. The proposed layout placed parts of the front elevation slightly forward of the outermost limit of the original building. This directly encroached in to the root protection zone (RPA) of the protected Beech tree. The nearby road (and underground services) and the building itself would have significantly constrained the volume of soil available to the tree's rooting system. This in

turn meant that any incursion in to the RPA would result in a disproportionate loss of the rooting system which would have a detrimental impact on the long-term health of the tree. Taking into consideration the excavation required to construct the foundations, the process of which would inevitably encroach further in to the RPA, and the need for scaffolding which would require further pruning back of the canopy, the cumulative effects of this would accrue to inflict significant damage on both the below and above ground parts of the tree.

Mr Smith addressed the committee in objection stating that parking would be an issue for the local residents and that the scale of the proposal was too large for the site.

Mr Sampson, agent for the applicant addressed the committee in response stating that the applicant had addressed the objections made and that site was not viable for affordable housing. Any overlooking issues could be addressed with obscure glazing.

**RESOLVED: (Unanimous)** That permission be refused on the grounds that:

- 1) The proposed development fails to meet the requirements of the Affordable Housing Supplementary Planning Document 2017 by providing no on site affordable housing or a commuted sum payment contrary to Policy D5 of the Core Strategy Local Plan
- 2) By virtue of the proposed footprint, the close proximity to either side boundary of the site and the height of the proposed building and the location of windows providing direct overlooking the development would be an overbearing and unneighbourly form of development detrimental to the amenity of adjacent properties (residential care home and residential flats) contrary to the Core Planning Principles of the National Planning Policy Framework 2012, Policy B2 of the Core Strategy Local Plan 2013 and Saved Policy HO20 of the Borough Plan 2007.
- 3) By virtue of the lack of outlook and light to front elevation flats by virtue of the location of the TPO tree, and the small size of 6 of the units (30% of the proposed units) the scheme is considered to provide substandard accommodation detrimental to the amenity of future occupiers contrary to the Core Planning Principles of the National Planning Policy Framework 2012 and Policy B2 of the Core Strategy Local Plan 2013.
- 4) The development would have a significant detrimental impact on the long term health of the protected beech tree; the loss of the protected tree and the general loss of trees and soft landscaping to the site is detrimental to the character and appearance of the area contrary to Section 7 of the National Planning Policy Framework 2012, D10a of the Core Strategy Local Plan and Saved Policy UHT4 and UHT5 of the Borough Plan 2007.
- 5) The overall layout and scale of the development is considered unacceptable in terms of the size of the plot, by virtue of the height, footprint, siting within the site detailed design bulk and scale and the loss of the green openness of the rear garden by virtue of the scale of the development the proposal is therefore contrary to Section 7 of the National Planning Policy Framework 2012, Policy D10a of the Core Strategy Local Plan 2013 and Saved Policies UHT1, UHT and UHT5 of the Borough Plan 2007.

6) By virtue of the lack of mechanism in place to secure the works to widen and improve the access the access is considered inadequate to serve the proposed development resulting in severe highways impacts and impacts on the safety of pedestrians contrary to Paragraph 32 of the National Planning Policy Framework 2012.

Appeal

Should the applicant appeal the decision the appropriate course of action to be followed, taking into account the criteria set by the Planning Inspectorate, is considered to be written representations.

**131 192 Seaside and 2a Hoad Road. Application ID: 170960.**

Proposed demolition of existing buildings and erection of 6no. 2bed houses, 1no. 1bed bungalow, 1no. 1bed flat, 1no. 2bed flat and 1no. retail unit. Revised Site Layout Plan with no car parking spaces proposed.

This application relates to site of 192 Seaside and 2a Hoad Road –  
**DEVONSHIRE.**

The committee was advised that following Parking survey received on 11 April 2018, East Sussex Highways had amended their consultation response as follows:

The submitted parking survey satisfactorily demonstrated the parking capacity in the area was sufficient, allaying the previous concerns the Highway Authority had. As such, they did not wish to restrict grant of consent subject to the inclusion of conditions. Conditions to be set in relation to provision of cycle parking spaces prior to occupation, existing vehicular accesses off of A259 Seaside and Hoad Road to be physically closed prior to occupation and submission of construction method statement prior to any works taking place.

Policy TR2 of the Eastbourne Borough Plan stated that development proposals should provide for the travel demands they create and should be met by a balanced provision for access by public transport, cycling and walking.

Additionally, Policy D8 of the Core Strategy recognised the importance of high quality transport networks and sought to reduce the town's dependency on the private car. The proposed development therefore complied with policy and as such should not be refused on the basis that this was a parking free scheme.

**RESOLVED: (Unanimous)** That permission be granted subject to the following:

- 1) Timeframe
- 2) Drawings
- 3) Surface water drainage/SUDS scheme design
- 4) Proof of compliance with SUDS layout
- 5) Construction Method Statement to include Demolition statement, Asbestos investigation, construction times and habitat mitigation
- 6) Flood Risk Assessment
- 7) Hard/Soft Landscaping

- 8) Boundary treatments
- 9) Waste/Recycling.
- 10) PD windows
- 11) PD extensions

**Informative:**

The applicant's attention is drawn to the need for an agreement to be made in relation to any party walls. This not a matter covered under this planning permission.

A formal application for connection to the public sewerage system is required in order to service this development. To initiate a sewer capacity check to identify the appropriate connection point for the development, please contact Southern Water, Sparrowgrove House, Otterbourne, Hampshire, SO21 2SW (Tel: 0330 303 0119) or [www.southernwater.co.uk](http://www.southernwater.co.uk).

**132 South Downs National Park Authority Planning Applications.**

There were none.

The meeting closed at 7.55 pm

**Councillor Jim Murray (Chairman)**



## **Eastbourne Borough Council Conservation Area Advisory Group**

**Minutes of meeting held in Town Hall, Eastbourne on 22 May 2018 at 6.00 pm**

### **Present:-**

Councillor Pat Rodohan (Chairman) Councillors Colin Swansborough (Deputy-Chairman), Colin Belsey, Robert Smart, Mr Crook and Mr Howell

### **Officers in Attendance:**

Chris Connelley (Specialist Advisor, Conservation)  
Jenny Martin (Specialist Advisor, Conservation)

### **Also in attendance**

Katie Maxwell, Committee Officer

### **1 Minutes of the meeting held on 3 April 2018.**

The minutes of the meeting held on 3 April 2018 were submitted and approved, subject to the following amendments to minute 45 180040, Kempson, 3 Granville Road 'The committee agreed the proposals would not preserve or enhance an area of high town scape value. The Specialist Advisor for Conservation agreed to the College Road conservation area as a matter of urgency' and the Chair was authorised to sign them as an accurate record.

### **2 Apologies for absence.**

There were none.

### **3 Declarations of Disclosable Pecuniary Interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct.**

There were none.

### **4 Planning Applications for Consideration**

#### **1) 180368, (PP), THE PILOT, 89 MEADS STREET, EASTBOURNE**

Cons Area: Meads

Proposal: Proposed minor demolition of existing disabled toilet accommodation and the construction of a new formal restaurant area with new disabled toilet with Manager's studio flat above.

**CAAG COMMENTS:** The Group supported the proposals and felt that it had a neutral effect on the surrounding conservation area. The Group requested that the Specialist Advisors for Conservation contact the agent to suggest that flint might provide an attractive external design feature.

**2) 180352, (LBC), SAVOY COURT HOTEL, 11-15 CAVENDISH PLACE, EASTBOURNE.**

Cons Area: Town Centre and Seafront/ Grade 2 listed

Proposal: Planning permission for conversion of existing hotel into 15 residential self-contained flats (Listed Building Consent sought under application 180353)

**CAAG COMMENTS:** The Group welcomed this application, and felt that it would enhance the specific buildings involved and the broader conservation area setting. The Group wished to retain the candy-striped canopies and hope the external decorative scheme became an exemplar for future restoration projects in the immediate area.

**3) 180425, (PP), ROBIN HILL NURSERY, 23 FAIRFIELD ROAD, EASTBOURNE.**

Cons Area: Meads

Proposal: Change of use from nursery school to residential use as a single dwelling house together with dormer extensions at roof level and installation of roof lights.

**CAAG COMMENTS:** The Group generally supported the proposals but raised concerns about the use of Zinc on the dormers and the removal of a chimney. The feeling was that an alternative approach to the dormer surfacing might mitigate the loss of the chimney.

**4) 180476, (PP), ALBANY LIONS HOTEL, 41-43 GRAND PARADE, EASTBOURNE.**

Cons Area: Town Centre and Seafront

Proposal: Proposed change of use to function suite of the Albany hotel from c1 to C3 to form 10 x 1-bedroom dwellings. To include extension to the roof and side elevations to create 1<sup>st</sup> floor accommodation and minor alterations to the front and side elevations.

**CAAG COMMENTS:** The Group felt that the proposals had a limited impact on the conservation area and applauded the replacement of uPVC windows with timber sash to the front elevation. The Group requested that the Specialist Advisor for Conservation discuss the replacement of the front door with the applicant and also wished to confirm that the decorative parapet would be retained.

**5) 180351, (PP), 1-3 LANSDOWNE TERRACE, KING EDWARDS PARADE, EASTBOURNE.**

Cons area: Town Centre and Seafront

Proposal: Consent for 1 x internally illuminated, double sided projecting sign, x internally illuminated fascia sign and 3 x non illuminated flagpoles with fabric flags.

**CAAG COMMENTS:** The Group expressed concern regarding the style, design, placement and number of signs and requested that the applicant reconsider their application and return to a future meeting of the Group with an alternative and more suitable proposal. Further, there was some objection to the visual effect of the flagpoles proposed, and it was felt that the outcome of recent applications for hotel signage at both Lansdowne and Hydro Hotels should be used as a model.

**5 New Listings**

There were none.

The meeting ended at 7.20 pm

Councillor Pat Rodohan (Chair)

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## Cabinet

**Minutes of meeting held in Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 23 May 2018 at 6.00 pm**

### **Present:-**

Councillor David Tutt (Chair)

Councillors Alan Shuttleworth (Deputy-Chair), Margaret Bannister, Jonathan Dow, Stephen Holt, Colin Swansborough and John Ungar

### **Officers in Attendance:**

Robert Cottrill (Chief Executive), Alan Osborne (Deputy Chief Executive), Philip Evans (Director of Tourism & Enterprise), Ian Fitzpatrick (Director of Service Delivery), Tim Whelan (Interim Director of Service Delivery), Catherine Knight (Assistant Director of Legal and Democratic Services), Peter Finnis (Assistant Director of Corporate Governance) and Simon Russell (Committee Services Lead)

### **1 Minutes of the meeting held on 21 March 2018.**

The minutes of the meeting held on 21 March 2018 were submitted and approved and the chairman was authorised to sign them as a correct record.

### **2 Apologies for absence and welcome.**

None were reported.

Councillor Tutt welcomed Councillors Holt (financial services) and Swansborough (core support and strategic services) to the membership of the Cabinet for the municipal year, following their appointment at Annual Council on 9 May 2018. Councillor Shuttleworth had been appointed Deputy Leader, replacing the Worshipful the Mayor of Eastbourne, Councillor Gill Mattock. Tim Whelan, Interim Director of Service Delivery was also welcomed to his first meeting of the Cabinet.

### **3 Declarations of members' interests.**

Councillors Tutt and Ungar declared a prejudicial interest in agenda item 10 (housing development update) as members of Aspiration Homes LLP and Eastbourne Housing Investment Company Limited Board. They both withdrew from the room whilst this item was considered.

The Chief Executive declared a prejudicial interest in agenda item 11 (asset investments and disposals) as a non-executive director on Welbeing. He withdrew from the room whilst the item was considered.

#### **4 Questions by members of the public**

Mr Mike Hanlon asked a question to Councillor Tutt as follows:

Is the Cabinet prepared to instruct their agent to assist in the reformation of the Leasehold Panel? The Leasehold panel has been without a Chair since November and there is some doubt how quorate their meetings in the last two years have been. It is only in the last two months that it has been suggested they appoint a Chair from their own ranks. Leaseholders so far have had no say in who represents their interests.

Copies of the questions were circulated to Councillors and made available to the public attending the meeting.

Councillor Tutt confirmed that the Cabinet supported the reformation of the panel and requested that officers forward the relevant details to Mr Hanlon following the meeting.

**NOTED.**

#### **5 Waste and recycling services post June 2019.**

The Cabinet considered the report of the Interim Director of Service Delivery regarding the waste and recycling service post June 2019.

**Resolved (key decision):**

(1) To delegate authority to the Interim Director of Service Delivery in consultation with the portfolio holder for Place Services, for the procurement of fleet resources and associated hardware and IT systems to provide in-house collection and cleansing services from June 2019 at a funding level identified in the confidential paper.

(2) To approve the waiver of contract procedure rules in accordance with paragraph 4.2.1a of the council's procurement rules for the reasons set out in paragraphs 6.1 to 6.3 of the report, namely that the Council intends to purchase assets from Kier rather than tendering for purchase on the open market subject to this providing best value.

(3) To delegate to the Chief Finance Officer, the method of purchase to ensure best value for the Council.

(4) To approve funding of up to £50k for setting up and initial running of the Local Authority Controlled Company (LACC).

(5) To approve the proposed Directors of the LACC being the following post holders: Director of Regeneration and Planning, Interim Director of Service Delivery, Portfolio Holder for Place Services, the Leader of the Council and the Leader of the Opposition.

(6) To approve financial implications (as identified in the confidential paper) of taking on the lease at Courtlands Road.

(7) To note that East Sussex County Council will be handling fully co-mingled dry mixed recycling material post June 2019.

(8) To note the take-up of the new charged-for garden waste service.

**Reason for decisions:**

To maintain current waste services and provide value for money prior to completing a wider Council Waste Service Review once the service is in a LACC.

**6 Exclusion of the public.**

**Resolved:**

That the public be excluded from the remained of the meeting as otherwise there was a likelihood of disclosure to them of exempt information as defined in schedule 12A of the Local Government Act 1972. The relevant paragraph of schedule 12A and a description of the exempt information is shown below. (The requisite notice having been given under regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.)

**7 Waste and recycling services post June 2019.**

The Cabinet considered the exempt report of the Interim Director of Service Delivery regarding the waste and recycling service post June 2019.

**Resolved (key decision):** To approve the officer recommendations, outlined in the exempt report.

*Notes: (1) The report remains exempt. (2) Exempt information reason 3 – information relating to the financial or business affairs of any particular person (including the authority holding that information).*

**8 Housing development update.**

The Cabinet considered the report of the Director of Regeneration and Planning regarding proposals for the next stage development of the Bedfordwell Road.

Councillors Tutt and Ungar both declared a prejudicial interest in this item and withdrew from the room whilst it was considered. Councillor Shuttleworth chaired the meeting for this item.

**Resolved (key decision):**

(1) Delegate authority to the Director of Regeneration and Planning, in consultation with the Portfolio Holder for Housing and the Chief Finance Officer to take all steps to progress the development of Bedfordwell Road, Eastbourne on terms equivalent or better than set out in the exempt report.

(2) Approve a corresponding Eastbourne Borough Council 18/19 capital programme budget allocation of £3m to enable the development to progress in line with paragraph 3.5 of the exempt report.

**Reason for decisions:**

To enable the Bedfordwell Road development to progress to the next stage with Cabinet approval in place for associated capital expenditure.

*Notes: (1) The report remains exempt. (2) Exempt information reason 3 – information relating to the financial or business affairs of any particular person (including the authority holding that information).*

**9 Asset investments and disposals.**

The Cabinet considered the report of the Deputy Chief Executive regarding the Council's asset investment and disposals.

Visiting member, Councillor Smart addressed the Cabinet on this item.

The Chief Executive declared a prejudicial interest in this item and withdrew from the room whilst it was considered.

**Resolved (key decision):**

(1) The Cabinet noted the decision of the board of an associated company to approve a change of ownership.

(2) The Cabinet delegated authority to finalise arrangements on behalf of the council to the Deputy Chief Executive, in consultation with the Leader of the Council and Assistant Director for Legal and Democratic Services.

**Reason for decision:**

To ratify the decision of an associated company to a change of ownership.

*Notes: (1) The report remains exempt. (2) Exempt information reason 3 – information relating to the financial or business affairs of any particular person (including the authority holding that information). (3) All officer recommendations contained in the exempt report were unanimously approved.*

**10 Redundancy and redeployment policy**

The Cabinet considered the report of the Assistant Director for Human Resources and Organisational Development. The report set out the current activity within the redundancy and redeployment procedure and actions taken to support affected individuals.

**Resolved:**

(1) That the actions taken to manage implications of change for displaced individuals through support, redeployment and assistance with self marketing under the Redundancy and Redeployment Procedure be noted.

(2) That the financial implications of severance for those identified in the event that redeployment is not secured by the relevant date be agreed.

**Reason for decision:**

The organisation is currently in phase two of the joint transformation programme and actions have been taken to manage the implications of this change for displaced individuals through support, redeployment and assistance with self-marketing under the redundancy and redeployment procedure.

*Notes: (1) The report remains exempt. (2) Exempt information reasons 1 and 2 – Information relating to an individual or likely to reveal the identity of an individual.*

The meeting ended at 6.44 pm

Councillor David Tutt (Chair)

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## Eastbourne Borough Council Planning Committee

**Minutes of meeting held in Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 29 May 2018 at 6.00 pm**

### **Present:-**

Councillor Jim Murray (Chair) Councillors Sammy Choudhury, Paul Metcalfe, Md. Harun Miah, Colin Murdoch, Margaret Robinson, Barry Taylor and Pat Hearn (Reserve) (as substitute for Janet Coles)

### **Officers in Attendance:**

Leigh Palmer (Senior Specialist Advisor, Planning)  
Joanne Stone (Lawyer)

### **Also in attendance:**

Katie Maxwell (Committee Officer)

#### **1 Minutes of the meeting held on 24 April 2018.**

The minutes of the meeting held on 24 April 2018 were submitted and approved, subject to the inclusion of the word 'prejudicial' under minute 126; Councillor Murray's declaration regarding 2 Clifford Avenue, and the Chair was authorised to sign them as an accurate record.

#### **2 Apologies for absence.**

An apology for absence was reported from Councillor Coles.

#### **3 Declarations of Disclosable Pecuniary Interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct.**

Councillor Metcalfe MBE, declared a personal interest in minute 6 as he knew the objector in so far as he was the former owner of the objectors property. Councillor Metcalfe MBE was of the opinion that he did not have a prejudicial interest in the matter and remained in the room and voted thereon.

#### **4 16 Woodland Avenue. Application ID: 180355.**

Application for extensions to side, rear, conversion of garage, internal alterations. Along with provision of temporary elevation to South-West of the

property. Alterations to the terrace/patio area to South-East (rear) of the property – **RATTON**.

Following submission of the officer report, the committee was updated by way of the addendum report, that that the applicant had proposed amended plans to re-instate a front boundary wall and as such it was considered that there were now no longer highway or pedestrian safety issues and the street scene would not be affected by the scheme. In addition amended details had been received amending the proposed rear patio area. The scheme now pulled the patio away from the existing common boundary and graduated the garden down to the existing level.

This should not increase the overlooking above that which and therefore the application was recommend to be approved subject to conditions.

The committee discussed the proposal and were in support of the amendments, subject to the front boundary wall being re-instated to its original height.

**RESOLVED: (Unanimous)** That permission be granted subject to the following conditions:

1. Time Limit
2. Subject to Approved plans
3. Obscurity of the privacy screen serving the balcony must be a minimum of level 4 obscurity
4. Details of and timing of construction of front boundary wall.

**5 35 Clarence Road. Application ID: 180330 (PPP).**

Proposed Single storey extension to front elevation – **DEVONSHIRE**.

**RESOLVED: (Unanimous)** That permission be granted subject to the following conditions:

1. Time Limit
2. Approved Plans
3. Matching
4. Flat roof not to be an amenity space
5. Water run-off from roof
6. Extension shall not to be used as independent residential unit of accommodation.

**6 Langney Shopping Centre, 64 Kingfisher Drive. Application ID: 180257.**

Proposed installation of an office, maintenance bays, car washing canopy and car cleaning facilities within the car park area of Langney Shopping Centre for use by P1 Pit Stop. Services to include tyre replacement, vehicle valeting and detailing – **LANGNEY**.

Mr Kifford addressed the committee in objection stating that the proposals would result in noise pollution, increased traffic and that the building was not suitable for this location. Mr Kifford also suggested that the facility should not be open on a Sunday.

The committee discussed the application and felt that whilst the car wash would be acceptable, the tyre replacement would be better suited to a more 'industrial' location. Members discussed the perception of increased noise and were advised due to its surroundings and proximity to a busy road network, the proposed building and associated usage would not be a supportable reason for refusal. The Committee agreed that the design of the building in both size and design was out of keeping with the surrounding area.

**RESOLVED: (By 5 votes to 2 with 1 abstention)** That permission be refused on the grounds that:

1. The proposed development by reason of its design, layout and appearance would result in a form of development that would be incongruous and discordant with the prevailing pattern of development in the area and as such fails to maintain local distinctiveness. The scheme is found to be discordant with Policies Policy D10a of the Council's Core Strategy.

2. The proposed development would be considered to introduce an 'industrial activity' within this prime retail location and such may have an adverse impact upon the retail function, supporting car parking and thereby have the potential to impact upon the long term viability of this District Centre. The scheme is found to be discordant with Policy C8 and D4 of the Eastbourne Borough Plan.

Appeal:

Should the applicant appeal the decision the appropriate course of action to be followed, taking into account the criteria set by the Planning Inspectorate, is considered to be written representations

**7 Savoy Court Hotel, 11-15 Cavendish Place. Application ID: 180352 (PPP), 180353 (LBC).**

At its meeting on 22 May 2018 the Group welcomed this application, which it is felt will enhance the specific buildings involved and the broader conservation area setting. The group wish to retain the candy-striped canopies and would hope the external decoration scheme became an exemplar for future restoration projects in the immediate area.

The committee was advised that amended plans had been received and now confirmed that all new windows and doors were to be timber framed and painted white and that the striped canopy decoration would be retained.

An East Sussex County Council Highways consultation response had been received with no objection subject to the imposition of conditions. The committee was updated by way of the addendum report as follows:

#### Trip Generation

The applicant had not provided trip generation analysis in their application. Having undertaken my own analysis using the TRICS database, the estimated number of trips for the existing hotel use is 60 trips per day, whilst the estimated trips for the proposed 15 flats is 27 trips per day. As such, it was considered that there would not be an increase in trips in the local area due to this development.

#### Car Parking

The applicant was not providing on-street parking, nor does there appear to be scope to provide this. The trip generation analysis suggests that the existing hotel usage would have a higher on-street parking demand than the proposed usage.

The 'Transport Statement' submitted stated that two loading bays would be removed following the development and that the removal of these bays would provide an additional six parking spaces on-street. The applicant should provide detail on these bays and the removal of these loading bays should be secured by condition.

#### Cycle Provision

ESCC welcomed the provision of cycle parking at the development. Cycle parking was shown to be provided to the rear of the development in wooden sheds. It should be demonstrated that 15 cycle spaces would be provided as a minimum, in line with ESCC standards (1 space per flat). Considering the development was proposed to be car-free, the cycle parking provision should be higher than the minimum set out in the guidance.

The spaces provided should be shown on a plan submitted to the Local Planning Authority for approval. The plans should clearly show how many cycles could be accommodated and show the spaces could be easily accessed. This should be secured by condition.

#### Refuse Collection

The applicant was proposing to retain the existing servicing arrangements, presumably via the back alley adjoining Cavendish Place. The applicant should provide a Servicing Management Plan, which should be secured by condition. The Council's waste management team should satisfy themselves that the agreed approach within that Servicing Management Plan is acceptable. The plan should be in line with the ESCC 'Good Practice Guide for Property Developers: Refuse and Recycling storage at new residential development within the Eastbourne, Hastings Wealden and Rother Council Areas' where possible.

#### Construction

Given the town centre location of the site, and the potential for construction vehicles to impact the flow of traffic and pedestrian safety in the surrounding highway network, a Construction Traffic Management Plan should be provided, with details to be agreed.

#### Affordable Housing

The applicant had submitted an Affordable Housing Statement in support of their application. This advised they had discussions with registered social landlords in terms of the on-site delivery of affordable housing but no interest was made.

The site was situated within a low value area, therefore in terms of ESCC Affordable Housing Policy, 30% of units should be 'affordable'. This equated to 4.5 units. The proposal was for each building to comprise of 5 flats. Therefore a whole building would not be made available for on-site affordable housing. As such, as given the constraints of the site, being listed, it was not considered that on site affordable housing was achievable. Therefore in accordance with the Affordable Housing Policy if the outcome was that on site affordable housing was not achievable an order of preference was provided within the Affordable Housing Supplementary Planning Guidance 2017 the last of which was a commuted sum in lieu of on-site provision. However, as the development provided 1 and 2 bed flats within a low value area, the Affordable Housing SPD provided no liability on the basis that the site would not be viable.

Therefore it was considered that the Affordable Housing Policy had been met by the submission of the Affordable Housing Statement and as such the recommendation contained within the report could be amended to remove the requirement for a S106 agreement to secure the Affordable Housing.

It was also considered that the Local Labour obligations could adequately be dealt with by condition.

**RESOLVED (A) 180352: (By 5 votes to 3)** That permission be refused on the grounds that by virtue of the small size, the proposed flats would provide substandard accommodation for future occupiers; and given the number of flats proposed (no. bedroom/occupation) the development would constitute an overdevelopment of the site detrimental to the amenity of the future occupiers and existing surrounding occupiers contrary to the core principles of the National Planning Policy Framework 2012, and Policy B2 of the Core Strategy Local Plan 2013.

**RESOLVED (B) 180353 (LB): (By 5 votes to 3)** That Listed Building consent be refused on the grounds that By virtue of the amount of flats proposed, and the internal alterations required to provide such number (bedroom/occupancy) the development would harm the character and appearance of the Listed Building contrary to section 12 of the National Planning Policy Framework 2012, D10 of the Core Strategy Local Plan 2013, and Saved Policy UHT17 of the Borough Plan 2007.

Appeal:

Should the applicant appeal the decision the appropriate course of action to be followed, taking into account the criteria set by the Planning Inspectorate, is considered to be written representations.

**8 South Downs National Park Authority Planning Applications.**

There were none.

The meeting ended at 7.25 pm

Councillor Jim Murray (Chair)



## Scrutiny Committee

**Minutes of meeting held in Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 11 June 2018 at 6.00 pm**

### **Present:-**

Councillor Penny di Cara (Chair)

Councillors Colin Belsey, Jim Murray, Pat Rodohan, Robert Smart, Steve Wallis and Janet Coles (Reserve) (as substitute for Dean Sabri)

### **Officers in Attendance:**

Peter Finnis (Assistant Director of Corporate Governance), Tim Whelan (Interim Director of Service Delivery), Jessica Haines (Head of Commercial Business), Jo Harper (Head of Business Planning and Performance), Millie McDevitt (Performance and Programmes Lead), Jane Goodall (Strategy and Partnership Lead) and Jazmin Victory (Scrutiny Officer)

## **1 Minutes of the meeting held on 5 February 2018**

The minutes of the meeting held on 5 February 2018 were submitted and approved, and the Chairman was authorised to sign them as a correct record.

Members raised that, subject to the minutes of the last meeting, they still had not received the following information:

- A staff organigram; and
- A list of asset acquisitions showing their capital costs and revenue generated/expected.

Officers responded that the organigram was available on the Council Hub and a link to it would be circulated to members. On the acquisitions list, officers undertook to follow this up and arrange for it to be circulated to members.

## **2 Apologies for absence/Declaration of Substitute Member**

Apologies for absence had been received from Councillors Sabri and Miah.

Councillor Coles declared that she was acting as substitute for Councillor Sabri for the duration of the meeting.

**3 Declarations of Disclosable Pecuniary Interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct**

There were none.

**4 Questions by members of the public**

There were none.

**5 Urgent items of business**

There were none.

**6 Right to address the meeting/order of business**

There were none.

**7 Equality Monitoring Policy**

The committee noted the report of the Strategy and Partnerships Lead (Thriving Communities) and the Policy and Engagement Coordinator. The report asked the committee to consider and endorse the proposed Equality Monitoring Policy and make any relevant recommendations in relation to these for Cabinet to consider when it meets on 11 July 2018.

Officers informed members that the following two recommendations had been put forward by the Equality and Fairness Stakeholder forum (the Council's external reference group):

- That 'other' be added as an additional gender option.
- That 'other' be added as an additional sexual orientation option.

Members enquired about the anticipated costs of implementing and managing the requirements of the new Joint Equality Monitoring Policy. Officers responded that they were unable to provide an estimate as each Head of Service had to observe their areas and consider the benefit of collecting data versus the cost of officer time. Members were assured however that any costs accrued would be reasonable and proportionate.

Members were informed that the collection of data would only be when there was already contact with the customer. Responding to the monitoring questions would not be compulsory, nor would customers be penalised should they choose to respond or not.

Members enquired where the information would be stored to ensure that it remained confidential. Officers responded that it would be held in a back office system and access would be strictly restricted.

**Resolved:**

That the Scrutiny Committee endorse the proposed Equality Monitoring Policy for Cabinet to consider.

**Reason:**

An Equality Monitoring Policy is required to ensure the Council meets its legal duties under Equality Act 2010 and collects the information required to fulfil its Public Sector Equality Duty (PSED) whilst complying with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018.

**8 Health & Housing in East Sussex**

The committee received a presentation by the Head of Commercial Business, pursuant to a resolution of the Scrutiny Committee meeting held on 5 February 2018.

The presentation outlined:

- The key principles and priorities of the Council regarding Health and Social Care;
- Changes in demographic and NHS impact on public purse;
- The complexity of Health and Social Care in the South East and the preventative care available before bedded care; and
- The strategic priorities for all Partners.

Members were informed that the new Health and Social Coordinator role had been in place for one year, and the introduction of the role had enabled the Council to focus on offering alternative options before bedded care. The role had also been researching disabled facilities grant access.

Members requested information specifically regarding Eastbourne Borough Council's responsibility for Health and Housing. Officers responded that the statutory responsibility sits with East Sussex County Council and the NHS. As a Planning and Housing authority, Eastbourne Borough Council would continue to work closely and support its partners and it was important to understand the role of the Council within the wider context of other agencies.

Members thanked the Head of Commercial Business for an informative presentation.

**Resolved:**

That the Scrutiny Committee note the presentation.

**Reason:**

To comply with the minutes of the Scrutiny Committee meeting on 5 February 2018, that the relevant officer prepare a presentation with more information regarding Health and Housing in East Sussex.

## 9 Corporate Performance Quarter 4 2017/18

The committee considered the report of the Deputy Chief Executive regarding Quarter 4 2017/18 performance against the Corporate Plan priority actions, performance indicators and targets.

Key discussions and officer actions arising from the report were detailed below.

Tourism - members commented that the figures presented in the report were from 2016. It was explained that the data comes from the Cambridge Model, a respected and widely used tourism report which draws on a complex and wide-ranging dataset. Members asked if the report containing the data could be circulated to members.

Devonshire Park - members requested that an update be circulated by the Project Lead regarding the anticipated completion dates for each of the component sections of the Devonshire Quarter project.

Conservation area appraisals - members requested that the Conservation Officer circulates a list of when appraisals were last done for the various conservation areas before the next meeting of the committee, and that a clearer description of the project scope be provided.

Parks and open spaces - members queried the length of time for the ongoing signage project. It was however noted that signage for Children's Play areas had recently been completed to ensure that all signs included the postcode and an emergency telephone number.

Clear Futures - members requested that a relevant officer attend the next meeting of the committee to provide more information on the Clear Futures programme of work and specifically what was meant by 'local energy'.

Garden Waste Recycling – members questioned whether the unregistered bins were an indication that households were disposing of their garden waste in other ways. A view was also expressed that it was important to monitor whether the new charged service for garden waste would start to have a negative impact on recycling rates. Officers responded that the garden waste charged service was optional which was why some bins were not registered. Alternative disposal options were available such as composting.

Disabled Facilities Grant - members requested that both the original performance indicator as well as the new performance indicator be presented to future meetings. Officers responded that they would investigate, but assured members that the Council would continue to put pressure on partners to improve the application waiting time.

Homelessness – officers noted members’ comments that homelessness figures should include numbers of people rough sleeping to give a complete picture.

Contact Centre – members commented on the importance of the wellbeing of the contact centre staff, especially considering the 7 vacancies in the department. Officers responded that the Assistant Director of Human Resources and Transformation had recently spent days shadowing the team and their wellbeing was an ongoing priority.

Council Tax Collection Rates – members requested more information regarding how many people paid their Council Tax by Direct Debit.

Community Lottery – members enquired about the total revenue obtained from the new Lottery so far. Officers took note and would look into this.

Sickness – members were unsatisfied with the 2018/19 proposed target of 9 days. They requested that the Assistant Director of Human Resources and Transformation be invited to the next meeting of the committee to provide absence reasons for 2017/18, a breakdown of absence by department and a further discussion on the 2018/19 proposed target.

**Resolved:**

That the Scrutiny Committee note the achievements and progress against Corporate Plan priorities for 2017/18, as set out in this report.

**Reason:**

To demonstrate the discharge of the Scrutiny Committee function to monitor all aspects of performance management activities, as required by Part 3 section 2.2 (7) of the Constitution of the Council.

## **10 Corporate Plan 2016 - 2020**

Members received the report of the Director of Regeneration and Planning which set out the results of a review and refresh which had been undertaken of the Council’s four year plan (2016 – 2020) at the end of the second year. Members noted the design changes of the Corporate Plan and its new focus on key content and outcomes.

**Resolved:**

1. That the Scrutiny Committee recommend to the Cabinet member for Place Services to include improving Air Quality in his Quality Environment Vision.
2. That the Scrutiny Committee noted the progress made in the second year of delivery of the Corporate plan; and
3. That the Scrutiny Committee noted the design changes to the Corporate Plan.

**Reason:**

During the period of a four year Corporate Plan, adjustments and refinements may need to be made to respond to changed circumstances and emerging opportunities. In acknowledgement of this, an annual review and refresh is a helpful way of ensuring that the Plan remains focused on delivery of the organisations overall strategic objectives.

The meeting ended at 8.30 pm

Councillor Penny di Cara (Chair)

## Planning Committee

**Minutes of meeting held in Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 26 June 2018 at 6.00 pm**

### **Present:**

Councillor Jim Murray (Chair)

Councillors Janet Coles (Deputy-Chair), Sammy Choudhury, Paul Metcalfe, Colin Murdoch and Barry Taylor

### **Officers in attendance:**

Leigh Palmer, Senior Specialist Advisor for Planning  
Anna Clare, Specialist Advisor for Planning  
James Smith, Specialist Advisor for Planning  
Joanne Stone, Lawyer

### **Also in attendance:**

Katie Maxwell, Committee Officer

### **9 Minutes of the meeting held on 29 May 2018.**

The minutes of the meeting held on 29 May 2018 were submitted and approved and the Chair was authorised to sign them as an accurate record.

### **10 Apologies for absence.**

Apologies for absence were reported from Councillors Miah and Robinson.

### **11 Declarations of Disclosable Pecuniary Interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct.**

Councillor Metcalfe MBE, declared a personal and non prejudicial interest in minute 18, land opposite Eastbourne Skate Park, seafront, stating that he had received an email from the applicant the morning of the Planning committee and that he knew the applicant. He did not consider that his acquaintance with the applicant would predetermine his decision and remained in the room and voted thereon.

Councillor Murray declared a personal and prejudicial interest in minute 18, land opposite Eastbourne Skate Park, seafront, as he knew the applicant personally and withdrew from the room whilst the item was considered.

## 12 Urgent items of business.

The Chair advised the committee that under Section 100B (4) of the LGA Act 1972, and by reason of special circumstance – namely that current Tree Preservation Order (TPO) would lapse prior to the next planning committee – Tree Preservation Order 179, Arundel Court, 20 Arundel Road needed to be considered at this meeting and was in the interests of the preservation of important trees in Eastbourne. Further, a committee decision was required whether or not to confirm the order.

The Members agreed to consider the Tree Preservation Order following the conclusion of the stated applications listed on the agenda.

**RESOLVED:** That for the reasons detailed above, TPO 179 Arundel Court, 20 Arundel Road be considered at this evening's meeting.

## 13 2 Burrow Down. Application ID: 180360.

Proposed first floor extension – **OLD TOWN.**

Councillor Ungar, Ward Councillor, Cabinet Member and local resident, addressed the committee in objection stating that the scheme was a poor design and not sympathetic to the surrounding properties.

(NB: Councillor Ungar left the room immediately after addressing the committee so as not to appear having influence on the committee's deliberations).

**RESOLVED: (By 5 votes to 1)** That permission be granted subject to the following conditions:

1. Time
2. Approved plan
3. For the avoidance of doubt this application promotes extensions to the existing property and does not sanction the demolition of the existing property and rebuild, this should for the content of a further application
4. No permitted development rights to loft space
5. Obscure glazing to all rear first floor windows
6. Removal of permitted development rights for windows on first floor rear elevation
7. The location of the High pressure gas main must be located prior to commencement of works by electronic detection or hand excavation supervised by an SGN representative
8. No mechanical excavations are permitted within 3m of the SGN's pipework at any time

**14 Albany Lions Hotel, 41-43 Grand Parade. Application ID: 180476.**

Proposed change of use of the function suite/reception rooms, ancillary storage/offices of The Albany Hotel from C1 to C3 to form 10N° one bedroom dwellings. To include roof and side extension to create a first floor and external alterations to the front and side elevation – Proposed change of use of the function suite/reception rooms, ancillary storage/offices of The Albany Hotel from C1 to C3 to form 10N° one bedroom dwellings. To include roof and side extension to create a first floor and external alterations to the front and side elevation – **MEADS**.

The committee was advised by way of addendum report, that a consultee response from East Sussex County Council (ESCC) Highway department had been received, was summarised as follows:

It was considered that the trips generated by the site, and the associated parking demand, would not have a significant impact on the local highway network. Suitable cycle parking had been proposed and the refuse collection was assumed to be the same as the existing arrangement and was therefore acceptable.

Using the ESCC parking calculator, the 10 one-bedroom flats would have an expected parking demand of seven vehicles. There appeared to be capacity on-street to accommodate this level of parking.

A consultee response from Southern Water had also been received in which a request was made for an informative to be added to remind the applicant that a formal application was required for connection to the public sewerage system.

Additional plans showing railings to the rear of the building had been received. These had been added to provide defensible space to the lower ground floor windows and amenity space to the rear of the building. As such, the recommended condition requiring additional details of defensible space measures could be removed as this had now been addressed. The approved plans condition would also be updated accordingly.

A proposal to refuse the application based on the loss of a tourism business and the overbearing appearance, proposed by Councillor Taylor and seconded by Councillor Murdoch, was lost by 2 votes to 3 with 1 abstention.

**RESOLVED: (By 4 votes to 2)** That permission be granted subject to the following conditions:

1. 3 year time limit
2. Approved Plans
3. Flood resilience measures
4. Drainage survey
5. Materials

6. Construction Hours
7. Construction Method Statement
8. Cycle Storage details
9. Bin Storage details.
10. Local Labour Agreement.

**15 Land off Biddenden Close, Biddenden Close. Application ID: 180437.**

Demolition of existing garages, and construction of 5no 2 bed 4 person houses; including associated parking, access, & landscaping – **LANGNEY**.

**RESOLVED: (By 5 votes to 1)** That permission be granted subject to the following conditions:

1. Time for commencement
2. Approved drawings
3. Materials to be as stated on the approved drawings unless agreed otherwise
4. Car parking to be laid out as approved prior to first occupation
5. Removal of permitted development rights for outbuildings, extensions, alterations to roofs and no windows within the side elevations of the dwelling houses
6. Windows in the front (east) elevation at first floor level of properties 4 and 5 shall be obscurely glazed and fixed shut unless over 1.7m above the floor of the floor
7. Notwithstanding the approved drawings, the car parking space for plot 2 shall be increased in width to 3m
8. Details of surface water disposal details
9. Prior to commencement details of finished floor levels shall be submitted
10. Submission of evidence of completion of surface water details
11. Prior to demolition and/or construction submission of a construction management plan
12. Standard hours of working condition

Informative:

Southern water informative

Appeal:

Should the applicant appeal the decision the appropriate course of action to be followed, taking into account the criteria set by the Planning Inspectorate, is considered to be written representations.

**16 Lanark Court/Lanark Close 1, Hamsey Close. Application ID: 180439.**

Demolition of existing garages, and construction of 4no 1 bed 2 persons flats; including associated parking, access, & landscaping – **RATTON**.

Mrs May addressed the committee in objection stating that the proposal would exacerbate the already existing lack of provision for parking in the area. She also raised concerns regarding access for emergency vehicles.

Councillor Belsey, Ward Councillor, addressed the committee in objection raising concerns regarding parking and the overdevelopment of the area.

**RESOLVED: (By 4 votes to 3 on the Chair's casting vote)** That permission be granted subject to the following conditions

1. Time for commencement
2. Approved drawings
3. Materials to be as specified unless agreed otherwise
4. The internal layout of the flats shall be as approved unless agreed otherwise in writing by the Local Planning Authority
5. Tree protection condition
6. Details of Landscaping condition
7. Cycle storage to be provided prior to first occupation and retained as such thereafter
8. Car parking to be laid out as approved prior to first occupation
9. Car parking to be unallocated
10. Details to be provided to prevent the discharge of surface water onto the highway
11. Refuse storage area to be provided to first occupation and retained as such thereafter
12. Details of surface water disposal
13. Submission of evidence of surface water details
14. Prior to demolition and/or construction submission of a construction management plan
15. Standard hours of working condition

Informative:

Southern water informative

**17 Lanark Close 2/Lanark Court, Hamsey Close. Application ID: 180440.**

Demolition of existing garages, and construction of 3no 1 bed 2 persons flats and 1no 2 bed 4 persons maisonette; including associated parking, access, & landscaping – **RATTON**.

Councillor Belsey, Ward Councillor, addressed the committee in objection raising concerns regarding parking and the overdevelopment of the area.

**RESOLVED: (By 4 votes to 3 on the Chair's casting vote)** That permission be granted subject to the following conditions:

1. Time for commencement
2. Approved drawings
3. Materials to be as specified unless agreed otherwise

4. The internal layout of the flats shall be as approved unless agreed otherwise in writing by the Local Planning Authority
5. Tree protection condition
- 6 Details of landscaping condition
7. Submission of details of cycle storage, to be provided prior to first occupation and retained as such thereafter
8. Car parking to be laid out as approved prior to first occupation
9. Car parking to be unallocated
11. Details to be provided to prevent the discharge of surface water onto the highway
12. Refuse storage area to be laid out prior to first occupation and retained as such thereafter
13. Details of surface water disposal
14. Submission of evidence of surface water disposal
15. Prior to demolition and/or construction submission of a construction management plan
16. Standard hours of working condition

Informative:

Southern water informative

**18 Land opposite Eastbourne Skate Park, seafront. Application ID: 180461.**

Installation of a temporary metal storage container for use as storage for jet skis and ancillary equipment for a Jet Ski Hire service – **SOVEREIGN**.

The committee was advised by way of an addendum report, that a petition signed by 19 residents of Columbus Drive and Cabot Close objecting to the proposal, had been received stating the facility would be noisy and dangerous to promenade users. An additional objection received stated that:

1. The existing jet skiers did not respect the beach and drive on the promenade which was dangerous.
2. Jet Skiing was not environmentally friendly it was smelly and noisy
3. No buoys made it unsafe
4. Transport impacts

The committee discussed the application and felt that the scheme was of a poor design and visually intruded on the relatively unspoiled area.

NB: Councillor Murray withdrew from the room whilst this item was considered.

**RESOLVED: (By 3 votes to 2)** That permission be refused on the grounds that the proposed development by virtue of the size, style and location is an inappropriate form of development unsympathetic to the setting and character of the wider area contrary to Policy B2 and D10a of the Core Strategy Local Plan 2013 and the core principles and paragraph 64 of the National Planning Policy Framework 2012.

Appeal:

Should the applicant appeal the decision the appropriate course of action to be followed, taking into account the criteria set by the Planning Inspectorate, is considered to be written representations.

**19 South Downs National Park Authority Planning Applications.**

There were none.

**20 Appeal decision - 90, 91, 92 & 93 Dominica Court.**

The inspector dismissed the appeal.

**21 Tree Preservation Order 179, Arundel Court, 20 Arundel Road.**

The Committee considered the report of the Director of Service Delivery which sought confirmation of a Tree Preservation Order (TPO). The Senior Specialist Adviser for Planning sought delegated authority to be authorised in the making of a TPO in respect of a tree at Land at Arundel Court, 20 Arundel Road, Eastbourne, BN21 2EL No.179 (2018)

The tree was a maturing Common Beech and was positioned at the front elevation and south west of the corner of the building.

Objections from the landowner were detailed within the report.

It was considered that the reasons given in objection to the imposition to the Order fell short of overcoming the importance of the tree to the area and that the Order was justified. It was therefore recommended that the Order be confirmed, without modification, on the grounds that it was considered to be an arboricultural feature in its own right and also provided significant visual amenity to the area.

Mrs Cully addressed the committee on behalf of the land owner..

**RESOLVED: (Unanimous)** That the Eastbourne Borough Council Tree Preservation Order (Land at Arundel Court, 20 Arundel Road, Eastbourne, BN21 2EL) No.179 (2018) be confirmed without modification.

The meeting ended at 8.30 pm

Councillor Jim Murray (Chair)

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## **Conservation Area Advisory Group**

**Minutes of meeting held in Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 3 July 2018 at 6.00 pm**

### **Present:**

Councillor Pat Rodohan (Chair)

Councillors Colin Swansborough (Deputy-Chair), Colin Belsey, Robert Smart, Mr Crook and Mr Howell

### **Officers in attendance:**

Chris Connelley (Specialist Advisor, Conservation)  
Jenny Martin, Specialist Advisor for Conservation

### **Also in attendance:**

Katie Maxwell, Committee Officer

### **6 Minutes of the meeting held on 22 May 2018.**

The minutes of the meeting held on 22 May 2018 were submitted and approved, subject to the following amendment to minute 1, minutes of the previous meeting, the addition of the word 'review' prior to 'the College Road conservation area as a matter of urgency' and the Chair was authorised to sign them as an accurate record.

### **7 Apologies for absence.**

There were none.

### **8 Declarations of Disclosable Pecuniary Interests (DPIs) by members as required under Section 31 of the Localism Act and of other interests as required by the Code of Conduct.**

There were none.

### **9 Planning Applications for Consideration**

**1) 180285, (LBC), Stream Cottage, 98 Wish Hill, Eastbourne**  
Cons Area: Willingdon. Grade 2 listing.

Proposal: Removal of all existing tiles, replace all the battens with new battens, install new felt and reuse as many of the existing roof tiles as possible. Replacement of damaged tiles with similar tiles.

**CAAG comments:** The Group agreed that the scheme would enhance the conservation area.

**2) 180333, (PP), 1 St Brelades, Trinity Place, Eastbourne**

Cons Area: Town Centre and Seafront

Proposal: replacement of existing windows with silver aluminium double glazing.

**CAAG comments:** The Group agreed that there was insufficient information to make an informed decision and wished to see further detail.

**3) 180443, (PP), Queenswood, 58 Darley Road, Eastbourne**

Cons Area: Meads

Proposal: To bring out the existing recessed lobby wall to be flush with the front elevation.

**CAAG comments:** The Group agreed that the scheme had a neutral impact on the conservation area and did not wish to register an objection.

**4) 180475, (PP), Loriston Guest House, 17 St Aubyns Road., Eastbourne**

Cons Area: Town Centre and Seafront

Proposal: Proposed first and second storey extension to the rear elevation along with the installation of a front and rear dormer to create additional living space to include the use of the new extension flat roof as a terrace.

**CAAG comments:** The Group agreed that the scheme had a neutral impact on the conservation area and did not wish to register an objection.

**5) 180558, (PP), Champion House, 18a Grassington Road, Eastbourne**

Cons Area: College

Proposal: Proposed doors, glazed screen and canopy.

**CAAG comments:** The Group agreed that the scheme had a neutral impact on the conservation area and did not wish to register an objection.

**6) 180536/180357, (PP AND LBC), Greystone House, 20 Meads Road, Eastbourne**

Cons Area: n/a. Grade 2 listing

Proposal: Proposed alterations and rear extension to dwellings (Greystone House and Greystone Haugh) including a ground floor single storey rear extension and glazed infill to rear patio area, conversion of garage into habitable room, installation of new windows and doors, internal alterations including removal of internal partitions, stabilisation, repair and strengthening

of structure (comprising design amendments to planning permission 171199 and listed building consent 171200).

**CAAG comments:** The Group agreed that the scheme had a neutral impact and that it marginally enhanced the Listed Building.

**7) 180545, (PP), Flat 1, 32 Saffrons Road, Eastbourne.**

Cons Area: Saffrons Road

Proposal: Removal of existing flat roof walkway, single storey infill extension, removal of existing bay window at rear and construction of new enlarged bay, internal alterations, replacement windows and relocation and rebuild of front pillars to drive.

**CAAG comments:** The Group agreed that the scheme had a neutral impact on the conservation area and did not wish to register an objection.

**8) 180491 ( PP) Flat 6, Tavistock, 12-14 Devonshire Place, Eastbourne**

Cons Area: Town Centre and Seafront

Proposal: removal of metal-framed windows and doors to the front elevation to be replaced by uPVC.

**CAAG comments:** The Group agreed that the scheme had a neutral impact on the conservation area and did not wish to register an objection.

**9) 180561, (PP), 18-22 Terminus Road, Eastbourne.**

Cons Area: Town Centre and Seafront

Proposal: Alterations on the second and third floors to create one 1 bed flat on the third floor and one 2 bed flat on the second floor from the existing 4 bed flat.

**CAAG comments:** The Group agreed that the scheme had a neutral impact on the conservation area and did not wish to register an objection.

**10) 180603/ 180604 (PP and LBC), Gresham House, 5-11 Hartington Place, Eastbourne.**

Cons Area: Town Centre and Seafront. Grade 2 listing

Proposal: Addition of handrails to the existing railings on the steps leading to Flats 2,3,4,5,6 and Flats 9,10,11,12.

**CAAG comments:** The Group agreed that the scheme had a neutral impact on the conservation area and did not wish to register an objection.

Richard Crook withdrew from the room whilst the application was considered, as he had been directly involved in the development of the proposals.

**11) 180606, (PP), 4 Bolton Road , Eastbourne.**

Cons Area: Town Centre and Seafront

Proposal: Demolition of existing rear garden bar and 2 garden parasols. Formation of new female WC to side and rear and internal alterations forming relocated male WC. The construction of a single storey garden enclosure with part retractable roof and a glass canopy to existing rear doors with associated external works.

**CAAG comments:** This application was withdrawn from the agenda at the request of the applicant.

**12) 180642 ( PP), Wish Tower Café, King Edwards Parade, Eastbourne**

Cons Area: Town Centre and Seafront

Proposal: Demolition of existing temporary café building and replacement with a permanent single-storey building to be used as a restaurant.

**CAAG comments:** The Group agreed that the scheme enhanced the conservation area.

**10 New Listings**

There were none.

**11 Update on improvement to future Conservation Area Advisory Group meetings.**

The Committee Officer updated the Group regarding the improvements to the Conservation Area Advisory Group which included the introduction on a Chair's Briefing which would mean greater Member involvement in the selection of applications.

In addition the Committee Officer took the opportunity to remind the Group of their responsibilities and remit.

The meeting ended at 7.00 pm

Councillor Pat Rodohan (Chair)