

**Full Council  
21 July 2021**



Working in partnership with **Eastbourne Homes**

Quorum: 7

*Published: Tuesday, 13 July 2021*

**To the Members of the Borough Council**

**You are summoned to attend an ordinary meeting of Eastbourne Borough Council to be held at the Shackleton Hall in the Welcome Building, Devonshire Quarter, Compton Street, Eastbourne BN21 4BP on 21 July 2021 at 6.00 pm to transact the following business.**

## **Agenda**

**1 Minutes of the meeting held on 19 May 2021 (Pages 5 - 10)**

**2 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 (please see note at end of agenda).**

**3 Mayor's announcements. (Pages 11 - 12)**

A list of the Mayor's announcements in respect of his activities since the last meeting is attached for information.

**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 2020/21 (To follow)**

Report of Councillor Holt on behalf of the Cabinet. To be referred from the meeting of Cabinet on 14 July 2021.

## 8 Motions.

The following motions have been submitted by members under council procedure rule 13:-

### (a) Motion - Engagement in Planning

Motion submitted by Councillor Smart:

"This Council believes planning works best for residents when developers and the local community work together to shape local areas and deliver necessary new homes and related infrastructure.

The Council therefore resolves to support the right of communities to be able to engage easily in the planning process by: the full use of digital technology, participation in the making of neighbourhood plans, and maintaining the right to object to individual applications."

### (b) Motion - Deregulation of Planning

Motion submitted by Councillor Swansborough:

"This Council is concerned that Government proposals to deregulate planning will remove the rights of residents to influence or object to inappropriate development where they live.

Also, that the Government's proposals will decimate the character of our Borough and give carte blanche to developers to build what they please across large areas without needing planning permission.

The Council believes that residents have the right to a say over development that will change the area in which they live and that local councils, in consultation with businesses and residents, are best placed to understand the issues in their area and to respond with a strategy tailored to that area.

This Council calls on the Government to scrap its Planning White Paper and instead:

- to undertake a wholesale review of Permitted Development Rights,
- to make the national Planning Inspectorate more accountable to local people;

and

- to implement stronger controls to ensure Ministers making decisions on planning applications are not connected either financially or personally with Developers or related parties to the application."

**(c) Motion - Honorary Alderman (John Joseph Ungar)**

Motion submitted by Councillor Tutt:

“That a special meeting of the Council be convened at which the Council consider a motion to be put before it to exercise its powers under Section 249 (1) of the Local Government Act, 1972 and confer the title of Honorary Alderman upon John Joseph Ungar, who has in the opinion of the Council rendered eminent service as a member of the Eastbourne Borough Council from May 1991 – May 1998 and May 2011 until his retirement on 2 May 2019.”

**(d) Motion - Honorary Alderman (Sandie Howlett)**

Motion submitted by Councillor Belsey:

“That a special meeting of the Council be convened at which the Council consider a motion to be put before it to exercise its powers under Section 249 (1) of the Local Government Act, 1972 and confer the title of Honorary Alderman upon Sandie Howlett, who has in the opinion of the Council rendered eminent service as a member of the Eastbourne Borough Council from 2 May 2002 until her retirement on 11 May 2015.”

**9 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 Head of Democratic Services 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 the Licensing Committee - 24 May 2021 (Pages 13 - 16)
- (b)** Minutes of the Planning Committee - 26 May 2021 (Pages 17 - 20)
- (c)** Minutes of Cabinet - 2 June 2021 (Pages 21 - 24)
- (d)** Minutes of the Planning Committee - 29 June 2021 (Pages 25 - 28)
- (e)** Minutes of Scrutiny Committee - 12 July 2021 (to follow)
- (f)** Minutes of Cabinet - 14 July 2021 (to follow)



**Robert Cottrill**  
Chief Executive

# 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 and must stay in their seat. 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

**Council website:** <https://www.lewes-eastbourne.gov.uk/>

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## Full Council

**Minutes of meeting held in Shackleton Hall in the Welcome Building, Devonshire Quarter, Compton Street, Eastbourne BN21 4BP on 19 May 2021 at 6.00 pm.**

### **Present:**

Councillor Steve Wallis (Mayor).

Councillors Sammy Choudhury (Deputy Mayor), Josh Babarinde, Margaret Bannister, Colin Belsey, Helen Burton, Penny di Cara, Peter Diplock, Jonathan Dow, Tony Freebody, Stephen Holt, Jane Lamb, Robin Maxted, Paul Metcalfe, Md. Harun Miah, Colin Murdoch, Jim Murray, Amanda Morris, Pat Rodohan, Kshama Shore, Alan Shuttleworth, Robert Smart, Colin Swansborough, Barry Taylor, David Tutt and Candy Vaughan.

### **Officers in attendance:**

Robert Cottrill (Chief Executive), Simon Russell (Head of Democratic Services), Oliver Dixon (Head of Legal Services) and Sarah Lawrence (Senior Committee Officer).

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

It was proposed by Councillor Maxted and seconded by Councillor Shuttleworth that Councillor Pat Rodohan be elected as Mayor for the municipal year 2021/22.

It was accordingly:-

**RESOLVED (unanimously)** – That Councillor Pat Rodohan be elected Mayor for the 2021/22 municipal year and until the election of the Mayor at the next Annual Meeting of the Council.

Councillor Rodohan thanked Councillor Wallis for his excellent work as Mayor during the last two years and also thanked the outgoing deputy mayor, Councillor Sammy Choudhury, and his consort for all their work.

Councillor Wallis responded with his thanks to his consorts for their support during the last two years, the mayoral support team and other officers, the deputy mayor and fundraising committee and residents of Eastbourne and Councillors and stated how much he had enjoyed serving as the Mayor.

### **2 Notification of apologies for absence.**

Apologies for absence had been received from Councillor Rebecca Whippy.

### **3 Declarations of Interest**

No declarations of interest were made.

#### **4 Minutes of the last meeting**

The minutes of the meeting of the Council held on 24 February 2021 were confirmed and signed as a correct record.

#### **5 Appointment of Deputy Mayor.**

It was proposed by Councillor Tutt and seconded by Councillor Babarinde that Councillor Burton be appointed as Deputy Mayor for the municipal year 2021/22.

It was accordingly:

**RESOLVED (unanimously)** – That Councillor Helen Burton be appointed as Deputy Mayor for the 2021/22 municipal year.

Councillor Burton then signed the statutory declaration of acceptance of office as Deputy Mayor. In her speech of acceptance, the Deputy Mayor advised that her mother, Daphne Burton would act as her consort for the year, and looked forward to supporting those making a difference in the local community.

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

The Mayor announced that Barbara Rodohan, Jan Rodohan and Val Rodohan would act as Mayor's Consorts for the municipal year 2021/22.

#### **7 Mayor's Chaplain - Notification of Appointment.**

The Mayor reported that Reverend Mike Blanch would serve as the Mayor's Chaplain for the municipal year 2021/22, and pass on his apologies that he was unable to attend this meeting.

#### **8 Results of the Borough By-Elections 2021**

Councillor Tutt moved the recommendation and Councillor Smart seconded the recommendation to receive the results of the by-elections held on 6 May 2021 and congratulate Councillor Babarinde and Councillor Shore on their election and to welcome them to the Council.

In addition, tribute was paid to Councillor Ansell who had stood down since the last Council meeting for her work on the Borough Council and her contribution to the lives of residents in the borough and her ward and her continued work as the local MP.

**RESOLVED** (unanimously):

1. To receive the results of the By-Elections for Hampden Park and Sovereign Wards, held on 6 May 2021; and

2. That the new members, Councillor Josh Babarinde and Councillor Kshama Shore be congratulated and welcomed onto the Council.

## 9 Executive Arrangements

Councillor Tutt as Leader of the Council advised that the Councillors appointed to the Cabinet for 2021/22 remained unchanged and were as follows:

Councillor Tutt – Leader and Portfolio Holder for Economic Development and Local Strategic Partnership.

Councillor Holt – Deputy Leader and Portfolio Holder for Financial Services

Councillor Bannister – Portfolio Holder for Tourism and Leisure Services

Councillor Dow – Portfolio Holder for Climate Change

Councillor Shuttleworth – Portfolio Holder for Direct Assistant Services

Councillor Swansborough – Portfolio Holder for Place Services and Special Projects

Councillor Whippy – Portfolio Holder for Disabilities and Community Safety

In addition, Councillor Tutt confirmed that the terms of reference and constitution of the Cabinet were as set out in the Council's Constitution and were unchanged, and that delegations to individual Cabinet members in respect of executive functions had not been made at this time.

## 10 Appointments

The Council noted the report of the Head of Democratic Services the political balance and the allocation of seats prepared in consultation with Group Leaders.

Councillor Tutt proposed and Councillor Smart seconded the proposals for allocations to Committees, other bodies, boards and appointment of Chairs and Deputy Chairs as set out in the Appendix 1 set out in the supplement to the agenda, subject to a correction to the membership to the Audit and Governance Committee to include Councillor Diplock as a member of the Committee and Councillor Babarinde as a substitute.

### **RESOLVED (unanimous):**

1. To approve the proposed number and allocation of seats and nominations as set out in Supplement to the Report - Appendix 1.
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 or 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. To approve the appointments of Members to serve on Outside Bodies in accordance with the names listed in Supplement to the Report – Appendix 1.

## 11 Confirmation of the Calendar of Meetings for 2021/22

Councillor Tutt moved and Councillor Smart seconded the revised Calendar of Meetings for 2021/22 (as set out in a supplement to the agenda) to include the following amendments since considered at the last meeting:

- Planning Committee to be moved to 26 May from 25 May to allow for use of a larger venue and moved to 29 June from 22 June.
- Licensing Committee to be moved to 24 May from 28 June to receive the results of a consultation.
- Audit and Governance Committee to be moved to 29 September from 1 September to accord with national statement of account timescales.
- Cabinet to move to 21<sup>st</sup> March 2022 from 16<sup>th</sup> March 2022 due to member availability.

Councillor Smart advised that he was supporting the calendar as he had been given assurances that an additional meeting of Full Council would be called if needed in the autumn to consider any revisions to the Council's budget arising from the completion of the external assurance review. In addition, Officers had confirmed that in future the minutes of the Cabinet and Scrutiny Committee held each February would be reported to the February Full Council meeting.

**RESOLVED (unanimously)** – That the programme of meetings for all bodies in the municipal year 2019/20 be confirmed in accordance with the schedule circulated as an agenda supplement to the meeting.

## 12 Annual Pay Policy Statement

Councillor Tutt moved and Councillor Lamb seconded the approval of the Annual Pay Policy Statement, and thanked the Assistant Director for HR and Transformation for the report.

**RESOLVED (unanimously)** – That the Annual Pay Policy Statement be approved, and be published on the Council's website.

## 13 Special Urgency Decisions by Cabinet Members.

The Council formally noted the decision made by the Leader under special urgency powers since the last meeting in relation to the Restart Grants Scheme (made on 26 March 2021). This was reported to the Council in accordance with the Council's Procedure Rules.

## 14 Discussion on minutes of council bodies.

The minutes of the following Council bodies were submitted to the meeting for information:

Cabinet – 10 February and 22 March 2021.

Scrutiny Committee – 8 February and 24 March 2021

Planning Committee – 23 February, 23 March and 20 April 2021

Audit and Governance Committee – 3 March 2021



Councillor Smart spoke in respect of the following minutes under Council Procedure Rule 14:

- Scrutiny Committee (8 February) – Minute 32 – Treasury Management and Prudential Indicators 2021/22, Capital Strategy and Investment Strategy, and Minute 34 – Response to the public Consultation on Waste Collections.
- Audit and Governance Committee (3 March) – Minute 32 – External Audit 2018/19, Minute 33 - External Audit 2019/20) and Minute 34 – External Audit Draft Plan 2020/21.

## **15 Date of next meeting**

It was noted that the next meeting of Full Council was scheduled to take place on Wednesday 21 July 2021 at 6 pm.

The meeting ended at 7.35 pm

Councillor Pat Rodohan (Mayor)

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# Agenda Item 3

## Eastbourne Borough Council



**Mayor**  
Councillor PAT RODOHAN

**Deputy Mayor**  
Councillor HELEN BURTON

### MAYOR'S ANNOUNCEMENTS

#### Mayor's ENGAGEMENTS May 2021 – July 2021

<b>Date</b>	<b>Attendee</b>	<b>Event</b>
20.05.21	Mayor	Launch of The Beachy Head Story
23.05.21	Mayor	Closing ceremony of the Spring Water Festival
25.05.21	Past Mayor, Cllr Steve Wallis	End of year cheque presentation to previous Mayor's Charity, People Matter
27.05.21	Mayor & Deputy Mayor	First meeting of the Mayor's Charity Committee for 2021/22
31.05.21	Mayor	Gildredge Park Bowls Club Open Day
10.06.21	Mayor & Past Mayor Cllr Steve Wallis	Wild Coast Sussex In-Bloom Competition Planting at Holywell
15.06.21	Mayor & Deputy Mayor	Visit to Environment First/SEESL
15.06.21	Mayor	National Loneliness Week event in the Beacon Centre
15.06.21	Deputy Mayor	Virtual Sussex Armed Forces Briefing
16.06.21	Mayor, Leader and Cllr Smart	Meeting with Lord Lucas to discuss the Queen's Green Canopy Project
16.06.21	Mayor	Meeting with John Smith DL
21.06.21	Mayor & Deputy Mayor	Mayor's Charity Committee Meeting

<b>Date</b>	<b>Attendee</b>	<b>Event</b>
26.06.21	Deputy Mayor	Armed Forces Day event at 5 Acre Field
26.06.21	Mayor	Viking International Tennis Finals
29.06.21	Mayor	Mayor's Charity Seafront Walk photocall
30.06.21	Deputy Mayor	Eastbourne Access Group Open Day
02.07.21	Mayor	Charity Laptop Handover at Morrisons
04.07.21	Mayor	Norah Sande Piano Competition Finals
05.07.21	Mayor	Opening of Churchills Fish and Chip shop
08.07.21	Mayor	St Wilfrid's Hospice 40 <sup>th</sup> Anniversary
09.07.21	Deputy Mayor	105 <sup>th</sup> Birthday at Beechwood Grove Care Home
11.07.21	Mayor	Eastbourne Open Bowls Tournament
14.07.21	Mayor	Community Stuff Celebration Lunch
15.07.21	Mayor	Eastbourne Open Bowls Tournament Social Evening
16.07.21	Mayor	Eastbourne Open Bowls Tournament Finals & Prize Giving
17.07.21	Deputy Mayor	Induction of New Pastor at New Hope Baptist Church
18.07.21	Mayor	Mayor's Charity Seafront Walk
19.07.21	Mayor & Deputy Mayor	Mayor's Charity Committee Meeting
19.07.21	Mayor	Lighting Up Devonshire Park



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## **Eastbourne Licensing Committee**

**Minutes of meeting held in Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 24 May 2021 at 6.00 pm.**

### **Present:**

Councillor Robin Maxted (Chair).

Councillors Peter Diplock (Deputy-Chair), Josh Babarinde, Colin Belsey, Sammy Choudhury, Penny di Cara, Amanda Morris, Colin Murdoch, Jim Murray, Colin Swansborough, Barry Taylor and Candy Vaughan.

### **Officers in attendance:**

Paul Thornton (Specialist Advisor – Licensing), Jo Dunk (Senior Specialist Advisor – Environmental Health), Danielle Ball (Specialist Advisor – Licensing), Michele Wilkinson (Lawyer – Housing & Regulatory) and Emily Horne (Committee Officer).

### **1 Introductions**

Members of the Committee and Officers present introduced themselves via roll call during the meeting.

### **2 Minutes of the meeting held on 18 January 2021**

The minutes of the meeting held on 18 January 2021 were submitted and approved, and the Chair was authorised to sign them as a correct record.

### **3 Apologies for absence/declaration of substitute members**

There were none.

### **4 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.

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

Councillor Maxted, Chair, read a written statement on behalf of Mr Everson, Chairman EEAN Transport Group, who was unable to attend the meeting. The statement was published on the Council's website and circulated to the committee members. The statement questioned if there were plans to move the sector forward in reducing its carbon emission in the very near future. Danielle Ball (Specialist Advisor – Licensing) confirmed that a further report

would be brought before the Licensing Committee on ultra-low emissions, a statement had been placed in the Taxi Licensing Guidance, and that a written response would be sent to Mr Everson.

## **6 Urgent items of business**

There were none.

## **7 Right to address the meeting/order of business**

The Chair allowed two speakers, both raising different points, to speak on behalf of their respective groups.

Mr Chris Rowkins, Eastbourne Access Group Member, addressed the Committee stating that as a wheelchair user he found it extremely difficult to book an accessible taxi; the designated list of accessible vehicles lacked information and was out of date, and more needed to be done to encourage co-operation with the trade for residents and visitors alike.

Mr Kevin Coleman, Secretary of 720 Taxis addressed the Committee stating that he fully endorsed the proposals and raised a number of questions regarding the implementation of CCTV in vehicles. In response, SAL confirmed that the implementation of CCTV had not yet been discussed by the Committee and agreed, and as such specific details were not available at the time.

## **8 Taxi Licensing Guidance Review**

The Committee considered the report of the Director of Service Delivery which requested the Committee consider the result of the public consultation regarding the Eastbourne Borough Council Hackney Carriage and Private Hire Licensing Guidance and to agree a final Guidance document to be adopted on a date to be agreed.

The Specialist Advisor – Licensing (SAL), Paul Thornton, presented the report and its findings.

Several typographical amendments to the report were noted:

- o) Replace the word 'off' with 'of' the English Language.
- y) Delete the word 'annually' after 'annual basic disclosure'.

Members discussed and agreed on the following changes to the Guidance:

- (a) Changes in Licensing (Part 1) – Agreed to implement.
- (b) Relicensing of vehicles (Part 3, Maximum age of vehicles) – Agreed to implement.
- (c) Vehicle Door Signs (Part 3, Livery). In discussion, Members considered the response received from the trade and public and were of a mixed opinion. This was put to a vote and it was agreed to

- implement, by 9 votes for and 3 votes against.
- (d) Insurance Write Offs (Part 3, Vehicle Specification) – Agreed to implement.
  - (e) Intended work area (Part 3, Intended Use) – Agreed to implement.
  - (f) In-vehicle visual recording CCTV (Part 3). In discussion, Members felt they needed further details to consider the implications. Councillor Babarinde proposed to agree in principle the implementation of CCTV, subject to receipt of further details to determine the installation date for consideration at a future Licensing Committee meeting. This was seconded by Councillor Diplock. This proposal was put to a vote and it was agreed by 7 votes for and 5 vote against.
  - (g) Wheelchair Accessible Vehicle Licences (Part 3, Wheelchair Accessible). In discussion, Members questioned enforcement. SAL confirmed it was part of the vehicle inspection check and would be on the suitability test – Agreed to implement.
  - (h) Plate and Livery exemptions (Part 3, Executive Private Hire Vehicles) – Agreed to implement.
  - (i) Dual Drivers Licences (Part 4, Licences) – Agreed to implement.
  - (j) Stretched Limousines (Part 3, Stretched Limousines and Other Specialist Vehicles) – Agreed to implement.
  - (k) Fit and Proper Test (Part 4, Fit & Proper Test) – Agreed to implement.
  - (l) Disclosure Barring Service (DBS Update Service (Part 4, DBS and Part 5, Private Hire Operators) – Agreed to implement.
  - (m) Overseas Applicants (Part 4, DBS) – Agreed to implement.
  - (n) DVLA Drivers Licence checks (Part 4, DVLA Licence Checking) – Agreed to implement.
  - (o) Introduction of English Language Proficiency Test for all new applicants (Part 4, English Language Proficiency Test) – Agreed to implement.
  - (p) Safeguarding Awareness Training (Part 4, Safeguarding Training) – Agreed to implement.
  - (q) Mandatory Disability Awareness Training (Part 4, Safeguarding Training) – Agreed to implement.
  - (r) Clarifies process to apply for an exemption certificates from carrying assistance dogs (Part 8) – Agreed to implement.
  - (s) Card Payments (Part 9) – Agreed to implement.
  - (t) Vaping (Appendix 3, Paragraph 26) – Agreed to implement.
  - (u) Criminality Checks on Vehicle Proprietors (Part 3, Vehicles) – Agreed to implement.
  - (v) Licensee Self Reporting (Appendix 3, Paragraph 15 and Appendix 6, Section 6.3) – Agreed to implement.
  - (w) Sharing Licensing Information (Part 4, DBS) – Agreed to implement.
  - (x) Private Hire Vehicle Operators (Part 5, DBS Disclosures) – Agreed to implement.
  - (y) Private Hire Vehicle Operators (Part 5, DBS Disclosures) – Agreed to implement.
  - (z) Operators (Part 5, Complaints about drivers) – Agreed to implement.
  - (aa) Operator records (Appendix 4, Records) – Agreed to implement.
  - (bb) Use of PCV licensed Drivers (Appendix 4, Section 5) – Agreed to implement.

- (cc) Convictions Policy (Appendix 6) – Agreed to implement.
- (dd) Penalty Points Scheme (Appendix 7) – Agreed to implement.
- (ee) Common Law Police Disclosure/Referrals to the Police/DBS (Part 4) - Agreed to implement.

**Resolved**

**(Unanimous) That the Committee delegate the Senior Specialist Advisor to take the necessary steps to implement the changes outlined above, produce a final Guidance for publication and implement it on a date to be agreed with the Chair of the Licensing Committee, subject to consideration at a future Licensing Committee meeting of the date of introduction for CCTV.**

**9 Date of the next meeting**

That the next meeting of the Licensing Committee which is scheduled to commence at 6.00pm on Monday, 11 October 2021, be noted.

The meeting ended at 7.52 pm

Councillor Robin Maxted (Chair)





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## Planning Committee

**Minutes of meeting held in Shackleton Hall in the Welcome Building, Devonshire Quarter, Compton Street, Eastbourne, BN21 4BP on 26 May 2021 at 6.00 pm.**

### **Present:**

Councillor Jim Murray (Chair).

Councillors Peter Diplock (Deputy-Chair), Jane Lamb, Robin Maxted, Md. Harun Miah, Colin Murdoch, Barry Taylor and Candy Vaughan.

### **Officers in attendance:**

Leigh Palmer (Head of Planning First), Neil Collins (Senior Specialist Advisor for Planning), Helen Monaghan (Lawyer, Planning) and Emily Horne (Committee Officer)

### **1 Introductions**

Members of the Committee and Officers present introduced themselves via roll call during the meeting.

### **2 Apologies for absence and notification of substitute members**

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.**

Councillor Diplock declared a personal interest in item 49, Broomfield Street, as he knew two people who might be affected directly by the application.

### **4 Minutes of the meeting held on 20 April 2021**

The minutes of the meeting held on 20 April 2021 were submitted and approved as a correct record, and the Chair was authorised to sign them.

### **5 Urgent items of business.**

There were none.

### **6 36 Broomfield Street. ID: 210108**

Outline planning permission (Access, Appearance, Layout and Scale) for demolition of existing dwelling and garage block and erection of 4 x detached 3 bedroom dwellings, 2 x semi-detached 3 bedroom dwellings and 2 x semi-detached 2 bedroom dwellings (8 residential units in total following

amendments) - resubmission of 200302 – **OLD TOWN.**

The Committee was advised by way of an addendum report of six additional representations that had been received.

The Committee were reminded that the application had been amended following a previous refusal for its scale and impacts on street scene and neighbouring buildings to address the concerns raised.

Mr James Whelan, local resident, and Councillor Ungar, East Sussex County Councillor, addressed the Committee in objection to the application.

The Senior Specialist Advisor – Planning addressed the matters raised by the objectors and members, and confirmed that the separation distance between dwellings would prevent loss of privacy and daylight, that the density of a back-land development site was considered acceptable and would have minimal impact on street scene and that the layout and plot sizes would be in keeping with the area. The highway authority had raised no objection regarding parking spaces or traffic generation but had requested the site access width be suitable for two-way traffic, and there would be an opportunity to improve the visibility splay as part of a future reserved matters application.

Some concerns were raised regarding the proximity of some dwellings to adjacent gardens and buildings and Councillor Lamb requested the application be deferred for a site visit to view the plots, but this was not seconded.

It was asked if the brick flank wall at Plot 5 could be turned into a green wall to reduce its prominence, and the Senior Specialist Advisor – Planning advised this could be done via delegated authority to officers to negotiate amendments to the drawings and materials.

Councillor Taylor proposed a motion to approve the application in line with the officers' recommendation and delegated authority to re-negotiate the materials, this was seconded by Councillor Vaughan and was carried.

**RESOLVED: (by 7 votes to 1 against)** that outline planning permission be granted, with all matters reserved, subject to the conditions set out in the report and to delegate authority to Officers to negotiate with the applicant regarding materials.

**7 Wood Winton, 63a Silverdale Road. ID: 210147**

Section 73A retrospective application for the Installation of 1x door and 1x first storey window on side facing elevations - **MEADS**

The Committee were reminded that this was a retrospective application which sought amendments to the fenestrations on units 2-6.

A written representation objecting in part to the application was read aloud by the Head of Planning First on behalf of Mr Heath, Director and resident of

Kesselville Court and the neighbouring community.

In discussing the application, Members raised concerns regarding overlooking, the potential to change the obscure glazing to clear glass and future modifications, and if they could specify the door materials and if fencing could be installed.

The Senior Specialist Advisor – Planning advised the upper floor windows would be obscured and fixed shut to limit overlooking and noise emissions. He suggested amending the wording of the Condition 10.3, Obscure Glazing (Windows) to include the words “for the lifetime of the development”. The door was considered acceptable by officers, however an amendment could be sought to omit it. The soft landscaping scheme had not been agreed, but fencing could be considered to mitigate members concerns.

Councillor Murray proposed a motion to approve the application in line with the officers’ recommendation, subject to the amendment of Condition 10.3. This was seconded by Councillor Maxted and was carried.

**RESOLVED: (unanimously)** that retrospective planning permission be approved, subject to the conditions set out in the report and that obscure glazing is installed for the lifetime of the development (Condition 10.3).

## **8 1 Elmwood Close. ID: 200855**

Demolition of existing dwelling and erection of 3no three bedroom dwellings with new vehicular access - **LANGNEY**

The previous outline planning application was refused for four dwellings on grounds of scale, site arrangement and safety concerns relating to the access. This full planning application for three dwellings, sought to overcome the reasons for refusal by the reduction in scale, bulk and improved vehicular access arrangements.

Members welcomed the reduction in dwellings and design, but raised concern regarding parking, width of the crossover, safety of pedestrians and lack of vehicle charging points.

The Senior Specialist Advisor – Planning, explained that the width of the crossover was considered acceptable and the parking spaces could be re-negotiated to allow dual parking at both plots with a safe space for pedestrians/wheelchair users. Provision for electric vehicle charging points had been proposed but could not be enforced. If members requested, the permitted development rights could be removed.

Councillor Taylor proposed a motion to approve the application in line with the officers’ recommendation, subject to further negotiation with the applicant regarding the parking spaces and the removal of the permitted development rights by condition of approval. This was seconded by Councillor Miah and was carried.

**RESOLVED: (unanimously)** that planning permission be approved, subject to the conditions set out in the report; that Officers re-negotiate the parking spaces with the applicant and the removal of the permitted development allowance.

**9 54-56 Upperton Road. ID: 210045**

Reserved matters for 29 flats approved by outline permission 190626 requesting consideration of appearance, landscaping and layout - **UPPERTON**

The Committee was advised by way of an Addendum of the details of the render (maintenance programme), for information.

Members welcomed the design of the development.

Councillor Taylor proposed a motion to approve the application in line with the officers' recommendation. This was seconded by Councillor Miah and was carried.

**RESOLVED: (unanimously)** that Reserved Matters be approved, subject to the conditions set out in the report.

**10 Date of next meeting**

Resolved:

That the next meeting of the Planning Committee which is scheduled to commence at 6:00pm on Tuesday, 29 June 2021, be noted.

The meeting ended at 7.50 pm

Councillor Jim Murray (Chair)



Working in partnership with **Eastbourne Homes**

## Cabinet

**Minutes of meeting held in Court Room at Eastbourne Town Hall, Grove Road, BN21 4UG on 2 June 2021 at 6.00 pm.**

### **Present:**

Councillor David Tutt (Chair).

Councillors Stephen Holt (Deputy-Chair), Margaret Bannister, Alan Shuttleworth and Colin Swansborough.

### **Officers in attendance:**

Ian Fitzpatrick (Deputy Chief Executive and Director of Regeneration and Planning), Tim Whelan (Director of Service Delivery), Becky Cooke (Assistant Director for Human Resources and Transformation), Jo Harper (Head of Business Planning and Performance) and Simon Russell (Head of Democratic Services).

### **Also in attendance:**

Councillor Penny di Cara (Opposition Deputy Leader), Councillor Kshama Shore OBE (Shadow Cabinet Member) and Councillor Robert Smart (Opposition Leader).

### **1 Minutes of the meeting held on 22 March 2021**

The minutes of the meeting held on 22 March 2021 were submitted and approved and the Chair was authorised to sign them as a correct record.

### **2 Apologies for absence**

Apologies for absence were reported from Councillors Dow and Whippy.

### **3 Declaration of members' interests**

None were declared.

### **4 Recovery and Reset**

The Cabinet considered the report of the Chief Executive, updating them on progress of the Recovery and Reset Programme.

Visiting members, Councillors Shore and Smart addressed the Cabinet on this item. The Cabinet welcomed Councillor Shore to her first meeting and thanked her for her contribution.

The Council faced a significant budget shortfall over the next four years because of the Covid-19 pandemic. To meet the budget shortfall in both 21/22

and 22/23, Cabinet were being asked to endorse some initial service and organisational changes which required early implementation, detailed at section 4 of the report. A full set of proposals would be presented to the next meeting of Cabinet in July. The Head of Business Planning and Performance confirmed that an equality and fairness analysis, taking into account the views of the Equality and Fairness Stakeholder Group had been received and considered by Cabinet when making their decision.

Officers were commended for their work in securing a grant of £1.87 million from the Culture Recovery Fund. The grant would be used to support the reopening and provision of key cultural services, which were critical in supporting the borough's tourism economy. Work was progressing on spending the grant by the end of June deadline.

**Resolved (Key decision):**

(1) To note the progress made with the Recovery and Reset Programme.

(2) To agree the service and organisational change proposals set out at paragraph 4.1 of the report.

(3) To formally approve acceptance of the Culture Recovery Fund grant of £1.871m from the Arts Council.

(4) To delegate authority to the Chief Executive, in consultation with the Cabinet Member for Tourism and Leisure Services, to oversee delivery of the agreed plan for spend in accordance with the Culture Recovery Fund aims and objectives, and for the Chief Finance Officer to update the budget accordingly.

**Reason for decisions:**

The Recovery and Reset Programme provides a structured and accountable approach for delivering the level of significant organisational change needed to respond to current and future challenges.

## **5 Eastbourne Biodiversity Strategy**

The Cabinet considered the report of the Director of Service Delivery, introducing a proposed Biodiversity Strategy and associated work plan.

Visiting member, Councillor Di Cara addressed the Cabinet on this item.

The Cabinet advised that the list of partner organisations would continue to grow as the strategy was implemented. The Director of Service Delivery added that financial monitoring would take place on a weekly and monthly basis to carefully determine whether budgets would need to be realigned to meet all the objectives and actions in the strategy. The Director of Service Delivery also reassured that disability access would be a key consideration for any new schemes and initiatives.

Thanks were conveyed to officers for their work in putting the strategy together.

**Resolved (Key decision):**

(1) To approve the Eastbourne Borough Council Biodiversity Strategy 2021-2025 set out at Appendix 1 to the report.

(2) To approve the associated Action Plan, set out at Appendix 2 of the Biodiversity Strategy.

**Reason for decisions:**

To set out the principles and approach to supporting biodiversity and to provide a framework and work plan for Eastbourne Borough Council in its collaborative approach to protecting and enhancing natural assets.

**6 Planning Enforcement Policy Document**

The Cabinet considered the report of the Deputy Chief Executive and Director of Regeneration and Planning, seeking their approval for the adoption and publication of the Council Enforcement Policy document and to use it for managing/processing planning enforcement related matters.

**Resolved (Key decision):**

(1) To agree the publication and use of the Planning Enforcement Policy, set out at Appendix 1 to the report.

(2) To provide delegated authority to the Director of Regeneration and Planning, in consultation with the Portfolio Holder for Planning and Infrastructure, to make minor or technical amendments to the Planning Enforcement Policy prior to their publication or as otherwise required following publication.

**Reason for decisions:**

(1) To publicise the Council's expectations for the delivery of the planning enforcement function.

(2) To make minor amendments to address technical or drafting issues.

**7 Exclusion of the public**

**Resolved:**

That the public be excluded from the remainder of the remote 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 was 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.)

## **8 Redundancy and redeployment - activity update**

The Cabinet considered the report of the Assistant Director for Human Resources and Transformation, setting out current activity within the redundancy and redeployment procedure and describing action taken to support affected individuals.

The Cabinet expressed their sincere thanks for the service of those staff that had left the authority during the pandemic.

### **Resolved (Key decision):**

(1) To note 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.

(2) To agree the financial implications of severance for those identified.

### **Reasons for decisions:**

(1) The Corporate Management Team (CMT) is able to offer Voluntary Redundancy on a discretionary basis and made the decision during 2020, as a result of the significant financial challenges as a result of the Covid-19 pandemic, to take applications for a limited 2-week period.

(2) These applications were individually considered by CMT in September 2020 and those approved and accepted then had mutually agreed leaving dates between October 2020 and 31 March 2021. This meant that following information transfer and handovers, these presented in year savings.

*Notes: (1) The report remains confidential. (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 6.55 pm

Councillor David Tutt (Chair)





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## Planning Committee

**Minutes of the meeting held in the Court Room at Eastbourne Town Hall, Grove Road, Eastbourne, East Sussex, BN21 4UG on 29 June 2021 at 6:00pm**

### **Present:**

Councillor Jim Murray (Chair)

Councillors Peter Diplock (Deputy-Chair), Jane Lamb, Robin Maxted, Md. Harun Miah, Colin Murdoch, Barry Taylor and Candy Vaughan

### **Officers in attendance:**

Neil Collins (Senior Specialist Advisor, Planning)

Sarah Lawrence (Senior Committee Officer, Democratic Services)

Helen Monaghan (Lawyer, Planning)

Jennifer Norman (Committee Officer, Democratic Services)

Leigh Palmer (Head of Planning First)

### **11 Apologies for absence and notification of substitute members**

There were none.

### **11 Apologies for absence and notification of substitute members**

There were none.

### **12 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.

### **13 Minutes of the meeting held on 26 May 2021**

The minutes of the meeting held on 26 March 2021 were submitted and approved, and the Chair was authorised to sign them as a correct record.

### **14 Urgent items of business**

There were no urgent items. An officer addendum, however, was circulated to the Committee prior to the start of the meeting, updating the main reports on the agenda with any late information (a copy of which was published on the Council's website).

**15 Introductions**

Members of the Committee and Officers introduced themselves to all those who were present during the meeting.

**16 41 Brampton Road. ID: 210324**

Demolition of existing industrial units and erection of 7 industrial terraces (providing 31 B2/B8 units) with associated access, car parking and landscaping - **HAMPDEN PARK**

Kate Neill (Neighbour) spoke against the proposal. A written representation was read aloud by the Head of Planning First on behalf of Councillor Josh Babarinde MBE, in his capacity as the Eastbourne Borough Ward Councillor.

The SSA (Senior Specialist Advisor, Planning) presented the report and its findings.

The Committee was informed of a consultation response from East Sussex County Council (ESCC) Highways received prior to the meeting, which stated that insufficient information had been submitted to address highways concerns. As a result, the SSA stated a change to the officer recommendation (originally for delegation to officers to await ESCC Highways comments) to deferral of the application to address the transport/highways concerns.

The Committee discussed the proposal in detail including issues surrounding the lack of sufficient consultation with local residents, insufficient parking and the impact of the development upon neighbour amenity.

Councillor Vaughan proposed a motion to defer the application until the points raised within the ESCC Highways consultation response have been addressed. The motion was seconded by Councillor Miah and was carried.

**Resolved (by 7 votes in favour to 1 against):**

That planning application 210324 for the demolition of existing industrial units and erection of 7 industrial terraces (providing 31 B2/B8 units) with associated access, car parking and landscaping be deferred, until the points raised within the ESCC Highways consultation response have been addressed.

**17 1 Matlock Road. ID: 210108**

Erection of a second storey rear extension with associated alterations, works to existing rear extension and replacement external staircases - **MEADS**

Jack Harris (Neighbour) and Rosemary Bird (Neighbour) spoke against the proposal. Charlotte Lusty (Applicant) spoke for the proposal.

The Senior Specialist Advisor (Planning) presented the report and its findings.

The Committee discussed the proposal in detail including the issues surrounding overlooking of the neighbouring properties.

Councillor Murray proposed a motion to approve the application in line with the officers' recommendation. The motion was seconded by Councillor Diplock and was carried.

**Resolved (Unanimous):**

That planning application 200901 for the erection of a second storey rear extension with associated alterations, works to existing rear extension and replacement external staircases be approved, subject to the conditions set out in the report.

**18 Date of next meeting**

**Resolved:**

That it be noted that the next meeting of the Planning Committee is scheduled to commence at 6:00pm on Tuesday, 20 July 2021.

The meeting ended at 7:27pm.

Councillor Jim Murray (Chair)

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