



Minutes of a Meeting of the Planning and Conservation Committee held in the Council Chamber, Town Hall, Lewes on Tuesday 29 November 2022 at 7.00pm

Present: Councillors J Baah, S Catlin, E Clarke, J Lamb and I Makepeace

In attendance: Town Clerk and Committee Administrator

- 82. Apologies:** There were apologies from Councillors Handy and Milner who both had work commitments and Councillor Sains who was isolating at home pending a medical procedure.
- 83. Declarations of Interest:** There were none.
- 84. Question Time:** There were none.
- 85. Minutes:** The Minutes of the meeting held on 8 November 2022 were received and signed as a true copy.
- 86. Chairs announcements:** Astley House site, Spital Road, Lewes, BN7 1 PW - The Chair informed the Committee that the South Downs National Park appeal was upheld and the Appellant's comments dismissed.
- 87. Planning Applications:** The committee considered the relevant sections of the lists of applications validated in the weeks commencing 7 November 2022, 14 November 2022 and 21 November 2022. Their comments are appended.
- 88. Planning Training – 8 September 2022:**
The Committee considered learning points from the planning training held on 8 September 2022:
1. The need for frequent communication with Lewes District Council (LDC) and the South Downs National Park Authority (SDNPA) including contrary decisions.
 2. For the Planning Committee to have a list of material considerations.
 3. Planning surgery – where Councillors could meet developers or applicants submitting pre-applications and how the Lewes Neighbourhood Plan (LNP) would fit in with their proposed development.
 4. To have confidence in the LNP when making planning decisions.
 5. The need for consistency in decision making.

6. Develop our own short guides for planning similar to the Technical Advice Notes or the Friends of Lewes guides. They would include things the Town Council would like developers to have at the top of their minds for example wooden frames, permeable drives. The committee agreed it would be useful to direct residents to these existing guides via our website if possible.
7. To produce a summary of the LNP with key points for developers and applicants for easy reference. This brief can be shared with potential developers, architects and planning applicants to introduce them to the key objectives in the LNP that their development needs to address and to highlight the priorities that Lewes Town Council wants to see in any application when it considers them as a statutory consultee representing the residents of the Town. Furthermore, the brief will form the basis of any communication, engagement and training on the policies and objectives in the LNP. The desired outcome is that applicants at all levels will be aware of the LNP and where to find further information. Applications will address priorities such as green roofs, swift boxes, affordable housing at the point of application. Developments within the Town will be in accordance with the LNP.
8. It was resolved that the Committee appoint a task and finish group the aim of which would be to provide a succinct brief of the LNP. Councillors Clarke, Lamb and Makepeace be appointed to the group.

89. Miscellaneous Planning Issues: There were none.

The meeting ended at 8.05pm

Signed:

Date:

Appendix 1

This application was approved by the SDNPA on 9 November 2022

Non Material Amendment to Planning Application SDNP/22/01527/HOUS to include amendments to external material on proposed studio building and adjacent store Hill House Juggs Road

Ref. No: SDNP/22/05114/NMA | Received: Wed 02 Nov 2022 | Validated: Wed 02 Nov 2022 | Status: Application Determined

Comment:

Councillors noted this application

Internal and external alterations including relocation of bar servery and hotel reception, introduction of guest bedrooms within lower ground floor function room and replacement of existing conservatory with a new orangery

The White Hart Hotel

Ref. No: SDNP/22/05107/PRE | Received: Tue 01 Nov 2022 | Validated: Mon 07 Nov 2022 | Status: Application in Progress

Comment:

Councillors noted this application

Dual proposal for continuation of wedding/receptions in both Lewes Castle and Anne of Cleves' house

Anne of Cleves House & Lewes Castle Lewes East Sussex

Ref. No: SDNP/22/05144/PRE | Received: Mon 31 Oct 2022 | Validated: Mon 31 Oct 2022 | Status: Application in Progress

Comment:

Councillors noted this application

Installation of an Ultra-Violet Kiosk for the treatment of raw water and Motor Control Centre Kiosk Southover Pumping Station Kingston Road

Ref. No: SDNP/22/05033/FUL | Received: Fri 28 Oct 2022 | Validated: Fri 28 Oct 2022 | Status: Application in Progress

Comment:

Councillors fully support this application

Replacement of metal windows and door on the front elevation of property with sliding sash single-glazed timber windows and hardwood door The new windows and door will be timber units designed to match those of the neighbouring properties.
35 Talbot Terrace

Ref. No: SDNP/22/05003/HOUS | Received: Thu 27 Oct 2022 | Validated: Tue 01 Nov 2022 | Status: Application in Progress

Comment:

Councillors support this application

Erection of single storey extension to the rear of the north building to form café
The Lewes New School

Ref. No: SDNP/22/04945/LIS | Received: Mon 24 Oct 2022 | Validated: Wed 26 Oct 2022 | Status: Application in Progress

Comment:

Councillors support this application

Erection of single storey extension to the rear of the north building to form cafe
The Lewes New School

Ref. No: SDNP/22/04944/FUL | Received: Mon 24 Oct 2022 | Validated: Wed 26 Oct 2022 | Status: Application in Progress

Comment:

Councillors support this application

Removal of existing signage, 1no. external ATM, 1no. external night safe and making good where removals affect the building. Installation of new sandstone where ATM and night safe are removed. Removal of non-original internal signage, fixtures, fittings, furniture, and equipment relating to the operation of this retail bank to facilitate its closure. 11 High Street

Ref. No: SDNP/22/04905/FUL | Received: Thu 20 Oct 2022 | Validated: Mon 31 Oct 2022 | Status: Application in Progress

Comment:

Councillors support this application

Removal of existing signage, 1no. external ATM, 1no. external night safe and making good where removals affect the building. Installation of new sandstone where ATM and night safe are removed. Removal of non-original internal signage, fixtures, fittings, furniture, and equipment relating to the operation of this retail bank to facilitate its closure. 11 High Street

Ref. No: SDNP/22/04906/LIS | Received: Thu 20 Oct 2022 | Validated: Mon 31 Oct 2022 | Status: Application in Progress

Comment:

Councillors support this application

Installation of replacement double glazed windows to front elevation Flat 2 170 High Street

Ref. No: SDNP/22/04888/FUL | Received: Wed 19 Oct 2022 | Validated: Fri 21 Oct 2022 | Status: Application in Progress

Comment:

Councillors support this application

Existing timber fascia panels to be painted green with relief gold lettering of the name of the proposed cafe. Traditional multi-coloured Korean details painted on each end panel 70 High Street

Ref. No: SDNP/22/04883/ADV | Received: Wed 19 Oct 2022 | Validated: Mon 24 Oct 2022 | Status: Application in Progress

Comment:

Councillors support this application

Alterations to facilitate change of use to a Café. Alterations will include external works such as the removal of a redundant flue, extract vent and waste water pipework, to be replaced with new where required 70 High Street

Ref. No: SDNP/22/04879/FUL | Received: Wed 19 Oct 2022 | Validated: Fri 21 Oct 2022 | Status: Application in Progress

Comment:

Councillors support this application

Ground floor alterations including new kitchen window and new doors, replacement roof covering and Installation of PV solar panels to roofs 5 Pelham Terrace

Ref. No: SDNP/22/04757/FUL | Received: Wed 12 Oct 2022 | Validated: Mon 31 Oct 2022 | Status: Application in Progress

Comment:

Councillors support this application

Discharge of condition 4c (Boiler flu design) in relation to SDNP/22/00916/LIS 10 Southover High Street

Ref. No: SDNP/22/04712/DCOND | Received: Tue 11 Oct 2022 | Validated: Mon 07 Nov 2022 | Status: Application in Progress

Comment:

Councillors note this application

Repairs and repointing to existing napped flint and brickwork garden walls on the east and west boundaries of the rear garden, as well as a reduction in height and local rebuilding of the west wall Pelham House

Ref. No: SDNP/22/04711/LIS | Received: Tue 11 Oct 2022 | Validated: Fri 04 Nov 2022 | Status: Application in Progress

Comment:

Councillors support this application

Single storey in-fill side/rear extension 27 Priory Street

Ref. No: SDNP/22/04516/HOUS | Received: Wed 28 Sep 2022 | Validated: Wed 26 Oct 2022 | Status: Application in Progress

Comment:

Councillors were neutral on this application

Various internal alterations on the basement and ground floor including removal of doors and door frames, flooring, underfloor heating, cupboards, shelving, partition lobby and hardwood curved backing shelving at the side of the ground floor fireplace. Infilling of wall where basement door is removed and creation of new opening using cement-based render and modern brick/cement mortar 8 Albion Street

Ref. No: SDNP/22/05208/LIS | Received: Tue 08 Nov 2022 | Validated: Tue 08 Nov 2022 | Status: Application in Progress

Comment:

Councillors were neutral on this application

Variation of conditions 2 (plans) and 5 (fitting of automatic black-out blinds) related to Planning Approval SDNP/22/00927/HOUS to include the installation of 3no roof lights in rear roof extension Kilimani, Cuilfail

Ref. No: SDNP/22/05184/CND | Received: Tue 08 Nov 2022 | Validated: Tue 08 Nov 2022 | Status: Application in Progress

Comment:

Councillors note this application

Conversion of garage into office space within the existing footprint 33 Spences Lane

Ref. No: SDNP/22/05238/PRE | Received: Fri 28 Oct 2022 | Validated: Wed 09 Nov 2022 | Status: Application in Progress

Comment:

Councillors note the Planning Officer's comments

Installation of 17 no bollards along store's western elevation Waitrose

Ref. No: SDNP/22/04956/FUL | Received: Tue 25 Oct 2022 | Validated: Mon 31 Oct 2022 | Status: Application in Progress

Comment:

Councillors support this application

Installation of a replacement front door and installation of a new window to rear elevation 23 Cluny Street

Ref. No: SDNP/22/04928/HOUS | Received: Fri 21 Oct 2022 | Validated: Tue 01 Nov 2022 | Status: Application in Progress

Comment:

Councillors were neutral on this application

Addition of 1no ground floor window and 2no first floor windows to side elevation and enlargement of doors and windows to rear 1 Cromwell Place King Henrys Road

Ref. No: SDNP/22/04873/HOUS | Received: Wed 19 Oct 2022 | Validated: Mon 24 Oct 2022 | Status: Application in Progress

Comment:

Councillors were neutral on this application

Erection of replacement rear extension with roof terrace, addition of rear dormer, erection of replacement outbuilding to rear, erection of outbuilding to front, installation of brise soleil and heat pump to rear, addition of roof solar panels, and alterations to fenestration throughout 4 Hereward Way

Ref. No: SDNP/22/04823/HOUS | Received: Mon 17 Oct 2022 | Validated: Tue 25 Oct 2022 | Status: Application in Progress

Comment:

Councillors were neutral on this application although they noted that the Planning Officer's comments regarding the balcony in the pre-application advice had not been taken into account

Erection of a roof extension to provide an additional one-bedroom flat 68-69 High Street

Ref. No: SDNP/22/04690/FUL | Received: Mon 10 Oct 2022 | Validated: Tue 08 Nov 2022 | Status: Application in Progress

Comment:

Councillors were neutral on this application although recommended that the privacy screen should cover the whole flat roof area

Discharge of Condition 5 (Written scheme of investigation) related to Planning Approval SDNP/21/05121/HOUS 107 Spences Lane

Ref. No: SDNP/22/05323/DCOND | Received: Tue 15 Nov 2022 | Validated: Tue 15 Nov 2022 | Status: Application in Progress

Comment:

Councillors note this application

Discharge of conditions 5 - Construction Management Plan, 12 - Sustainable Construction Report & Appendices, 25 - Ecological Design Strategy, 26 - Biodiversity Net Gain Assessment and 30 - Archaeology Evaluation WSI relating to planning approval SDNP/20/05799/FUL Pells Church Of England Primary School

Ref. No: SDNP/22/05314/DCOND | Received: Tue 15 Nov 2022 | Validated: Tue 15 Nov 2022 | Status: Application in Progress

Comment:

Councillors note this application

Installation of metal gate Castlecourt Castle Precincts

Ref. No: SDNP/22/05247/LIS | Received: Wed 09 Nov 2022 | Validated: Wed 09 Nov 2022 | Status: Application in Progress

Comment:

Councillors support this application

Single storey rear and two storey side extension 3 Christie Road

Ref. No: SDNP/22/05212/HOUS | Received: Tue 08 Nov 2022 | Validated: Mon 14 Nov 2022 | Status: Application in Progress

Comment:

Councillors were neutral on this application although would recommend that planning officers examine the overall size of the extension, if the garage is included as set out in Policy SD31 Paragraph 7.92 in the South Downs Local Plan (Development Proposals for Extensions)

Erection of outbuilding in rear garden and associated demolition of existing outbuilding 21 Hamsey Crescent

Ref. No: SDNP/22/05167/HOUS | Received: Fri 04 Nov 2022 | Validated: Fri 11 Nov 2022 | Status: Application in Progress

Comment:

Councillors were neutral on this application

Replacement of four softwood windows to southern elevation with timber hardwood windows The Bothy Cockshut Road

Ref. No: SDNP/22/05058/HOUS | Received: Tue 01 Nov 2022 | Validated: Thu 10 Nov 2022 | Status: Application in Progress

Comment:

Councillors support this application

Erection of single-storey rear extension and associated demolition of existing rear extension 5 Eastport Lane

Ref. No: SDNP/22/05057/HOUS | Received: Mon 31 Oct 2022 | Validated: Fri 04 Nov 2022 | Status: Application in Progress

Comment:

Councillors were neutral on this application

Erection of single storey wraparound side and front extension and associated demolition of existing side extension 93 Highdown Road

Ref. No: SDNP/22/05048/HOUS | Received: Mon 31 Oct 2022 | Validated: Wed 09 Nov 2022 | Status: Application in Progress

Comment:

Councillors were neutral on this application

Erection of single storey rear extension, addition of dormer, and alterations to cladding 7 Sheepfair

Ref. No: SDNP/22/05031/HOUS | Received: Fri 28 Oct 2022 | Validated: Sat 05 Nov 2022 | Status: Application in Progress

Comment:

Councillors were neutral on this application