

Meeting: **Planning Committee**  
Date: **30<sup>th</sup> May 2023**  
Time: **19:00**  
Location: **Council Chamber, Town Hall**  
Present: **Councillors Bird, Ross, Baah and Clarke**  
Officer Present: **Francesca Pridding, Interim Town Clerk**

## MINUTES

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### **1 ELECTION OF THE CHAIR** To elect a Chair to the Planning Committee for 2023/24

Councillor Ross proposed Councillor Makepeace be elected Chair of Lewes Town Council Planning Committee 2023 – 2024, with Councillor Bird seconding the proposal

**RESOLVED:** That Councillor Makepeace be elected Chair of Lewes Town Council Planning Committee for 2023 – 2024.

Due to the absence of Councillor Makepeace, it was necessary to elect a temporary Chair for this meeting.

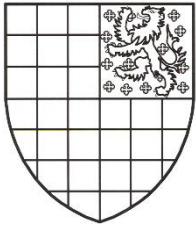
Councillor Bird proposed Councillor Clarke be elected as the temporary Chair with Councillor Ross seconding the proposal

**RESOLVED:** That Councillor Clarke be the temporary Chair of the Planning Committee Meeting for the 30.05.2023

Councillor Clarke took the Chair

### **2 APOLOGIES FOR ABSENCE** To note any apologies for absence

Apologies were received from Councillors Makepeace and Todd



**3 DECLARATIONS OF INTEREST** To receive any Declarations of Interest, including Disclosable Pecuniary Interests (DPI) on the agenda under Lewes Town Council's Code of Conduct issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No.1464

None

**4 ELECTION OF THE VICE-CHAIR** To elect a Vice-Chair to the Planning Committee for 2023/24

Councillor Baah proposed Councillor Clarke be elected Vice-Chair of Lewes Town Council Planning Committee 2023 – 2024, with Councillor Bird seconding the proposal

**RESOLVED:** That Councillor Clarke be elected Vice-Chair of Lewes Town Council Planning Committee for 2023 – 2024.

**5 LETTER OF APPROVAL** To issue a letter of approval to the Friends of Lewes for the planting of trees as part of the Lewes Urban Arboretum Project

**RESOLVED:** To approve with Councillor Clarke proposing and Councillor Ross seconding the proposal

**6 PLANNING APPLICATIONS** To consider the response of Lewes Town Council to the following planning applications:-

**6.1 SNDP/23/01584/HOUS** Erection of single storey rear extension and alterations to fenestration throughout  
6 Prince Edwards Road

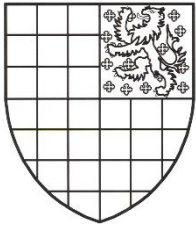
Deadline for comments had passed

**6.2 SNDP/23/01597/HOUS** Erection of two storey side extension, timber deck and internal alterations  
4 Cranmer Close

**RESOLVED:** To offer a NEUTRAL response

**6.3 SNDP/23/01598/FUL** Installation of coffee roaster flue pipe  
29 Station Street

**RESOLVED:** To offer a response in SUPPORT of the application



**6.4 SDNP/23/01523/HOUS** Demolition of extension, reconfiguring of doors and windows, installation of a new kitchen within layout of ground floor  
19 Malling Street

**RESOLVED:** To offer a NEUTRAL response

**6.5 SDNP/23/01070/HOUS** Erection of single storey rear extension  
33 Spences Lane

The Committee were unable to access the documents in relation to this application. A request is to be made for an extension to the response window

**6.6 SDNP/23/01780/HOUS** Insertion of conservation style rooflight to front roof slope  
43 The Avenue

**RESOLVED:** To offer a response in SUPPORT of the application with the information that the Committee was pleased to see that the development included a flush roof light and took account of the Dark Skies Policy. The Committee was further pleased by the increased capacity for the use of natural light and some positive contributions to bio-diversity.

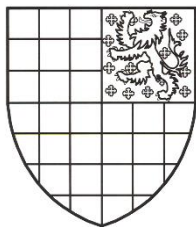
**6.7 SDNP/23/01772/LIS** Repair and refurbishment of existing plain clay tile roof including replacement of roof membrane  
Elmtree House, Southover High Street

**RESOLVED:** To offer a response in SUPPORT of the application

**6.8 SDNP/23/01634/HOUS** Erection of a detached garage, conversion of existing garage and carport to living room with alterations to fenestration to front elevation, addition of cladding to all elevations, replacement of concrete roof tiles with slate, and addition of solar panels to front elevation  
Ord, Kingston Road

**RESOLVED:** To offer a NEUTRAL response but for it to be noted that the Town Council asks that permeable surfaces be used where hard surfaces are replaced

Councillor Bird left the meeting at 19:32



**6.9 SDNP/23/01000/HOUS** Erection of single-storey rear extension  
74 Western Road

**RESOLVED:** To offer a response in SUPPORT of the application and the Committee noted that it was pleased with the introduction of increased insulation and compliance with SD2 A and J

**6.10 SDNP/23/00651/ADV** Advertisements including plywood painted sign. 2no A frame boards and a temporary banner attached to Lewes House to advertise community events  
Lewes House, 32 High Street

**RESOLVED:** To offer a response in SUPPORT of the application as it specifically complies with LDC design note 11. The plans showed a specific position which allowed for the boards to sit flush with existing street furniture and this was to be welcomed.

**6.11 SDNP/23/01419/ADV** Retrospective installation of digital signage to automatically switch on at 8am and off at 8pm  
35 Lansdown Place

**RESOLVED:** To OBJECT to the application due to the unnecessary energy usage and contravention of SD 52.3

**6.12 SDNP/23/01963/HOUS** Replacement front & rear windows with slim double glazed conservation windows to match existing fenestration  
5 St Nicholas Lane

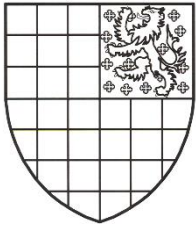
**RESOLVED:** To offer a response in SUPPORT of the application

**6.13 SDNP/23/02056/HOUS** Erection of a single storey front and rear extensions, garage conversion and roof conversion  
18 Fitzjohns Road

**RESOLVED:** To offer a NEUTRAL response

**6.14 SDNP/23/01788/FUL** Erection of boundary fence  
Priory School

**RESOLVED:** To offer a NEUTRAL response



**6.15 SDNP/23/01706/ADV** Installation of three adverts, consisting of a bespoke Charleston sign fixed onto the masonry of the central first and second floor windows, and two fabric banners located on either side of Southover House  
Southover House, Southover Road

**RESOLVED:** To OBJECT to the application although the Committee wished it known that they were broadly in support of the proposal but concerned that the illumination may contravene Dark Skies Policy and without sufficient information to the contrary were unable to respond as such.

**6.16 SDNP/23/01705/FUL** Temporary planning permission for change of use, for three years, of part of the Southover House building from offices (Use Class E) to art gallery/exhibition space (Use Class F1), as well as associated works  
Southover House, Southover Road

**RESOLVED:** To offer a NEUTRAL response

**6.17 SDNP/23/01360/HOUS** Demolition of rear infill extension and erection of singley-storey infill extension to rear  
134 Western Road

**RESOLVED:** To offer a NEUTRAL response although the Committee wished it to be noted that the installation of the highest grade of insulation would help to mitigate the carbon impact of the demolition

**6.18 SDNP/23/01286/FUL** Replacement of windows and doors with timber double glazed, with the main entrance window and automatic door replaced in aluminium  
26 Malling Street

**RESOLVED:** To offer a response in SUPPORT of the application

**6.19 SDNP/23/00902/HOUS** Enlargement of first floor bathroom and replacement of kitchen window to french doors  
13 East Street

**RESOLVED:** To offer a NEUTRAL response

The meeting was declared closed at 20:25