



Rottingdean Parish Council (RPC) meeting

DRAFT Minutes of the meeting held on Monday 1 July 2019

Parish Councillors present: Sue John (Chair), Heather Butler, Vicky Fenwick, Graham Sheppard.

Stephen Neiman (Minutes)

Public session

Cllr Sue John (Chair) welcomed an audience of 8 residents to the July 2019 meeting of the Parish Council. She said those attending RPC meetings are welcome to speak for up to 3 minutes. If feasible responses will be made by Councillors during the meeting. Otherwise written responses are provided later.

Questions raised at the meeting:

Philip Rees raised concerns about Traffic Behaviour which he said he thought were challenges for the Parish Council rather than the local authority. He listed a number of possible ideas to tackle the problems.

A particular problem was the cornering of Steyning Road and the High Street.

There was much support from the floor and suggestions including bolder signage, a speed camera and enlisting local schools in educating parents when depositing and collecting children were made. Agreed that Graham Sheppard would liaise with Philip Rees.

Ken Bodfish raised concern over the number of keys that were in issue giving access to the Beacon and asked for a check to be made of authorised keyholders.

Cllr John thanked everyone for their contributions before opening the Councillors discussion and informed the public gallery that the Parish Council will try to answer any questions not answered that night within the month.

Councillor Session

1. Apologies for absence

Apologies received from Cllrs Jo Davies, Kerry Levins, Finella MacKenzie and Kevin Kingston (Parish Clerk)



2. Declarations of interest in agenda items

None

3. Agreement to the minutes of RPC council meeting of 3 June 2019

It was agreed that the minutes would be approved subject to the following amendments:

Questions raised during the public session.

Dr Roy Wales outlined the grant application explaining the free events and concerts for 2019. He went on to say that he considered the grants given by RPC to be a big support to the community and that RPC have a continuing role in this area.

Point 7 – Graham Sheppard requested that the item “Visit Rottingdean” be amended to read “Visit Rottingdean” applied for a grant of £1000. It was agreed that given the relatively small loss incurred by the first market and the fact that future markets would have an entry charge that a grant of £250 would be awarded.

4. Matters arising from previous meeting

It was noted that signage on Beacon Hill was to be erected this coming week.

Cllr John as Chair brought forward Agenda item 13.i to welcome Louise Arnold and Bernard Turnbull to the meeting as Co-opted members of the Parish Council. She added that as the Clerk was away she was unable to ask the new councillors to make their declarations, hence she would welcome their contributions during the meeting but they would be ineligible to vote.

ACTION: Clerk

Finance

5. To receive the RFO monthly report

	Action
<p>Stephen Neiman reported on behalf of the Clerk/RFO that</p> <ul style="list-style-type: none"> we have £177,928.41 cash in bank which is a large sum. The large sum has been explained in previous papers that had been sent to the external auditor who might question why RPC have so much in reserves. The meeting noted that a number of capital projects were envisaged where recourse to the reserve funds would be inevitable, 	



6. To agree outstanding payments/invoices

	Action
<p>Invoices paid</p> <ol style="list-style-type: none"> 1. Clerk's salary for June £540.80 2. Clerk's PAYE to HMRC £135.20 3. Hire of St Margaret's Cottage £42.00 4. Clamp Boxall – payroll services £92.40 5. Vicky Fenwick – clean air day materials & banner £222.00 <p>The above sums were AGREED for payment</p> <p>Income received We have received (1/7/19) the grant from SDNPA for £2,000 as their contribution to Beacon Hill notice boards.</p>	RFO

7. To agree applications for RPC grants and donations

	Action
<p>Saltdean and Rottingdean Youth Cub - £199.95 towards a Gazebo - AGREED</p> <p>Letters of thanks had been received from: Rottingdean Arts and Rottingdean in Bloom.</p>	

8. Governance - Annual review of standing orders and policies

Several policies are still under consideration.	
---	--

Major projects

10. To receive updates and progress reports on all major projects

	Action
<p>Street Lighting The BHCC officer now dealing with this project was Jody Eastovich. The outstanding elements of the project had been verified by John Bryant.</p>	Clerk to liaise with JE to finalise project.



<p>Neighbourhood Plan</p> <p>see agenda item 8(ii)</p>	
<p>Lower High Street</p> <p>The Parish Clerk reported that a draft report and outline project plan for the Lower High Street project has been considered by the SCAG advisory group. Amended report to come to the August meeting.</p>	
<p>Park Road toilets</p> <p>The BHCC officer now dealing with this was Martin Hilson. Cllr John said that Rottingdean would be part of a city wide refurbishment programme of public toilets.</p>	

Advisory Group reports

11. To receive report from Planning Sub Committee

	Action
<p>Cllr Butler presented the Planning Report as detailed below:</p> <p>New applications received by the City Council</p> <p>None as at 24 June 2019</p> <p>Planning applications dealt with under delegated powers</p>	
<p>BH2019/00005 - 99 Marine Drive Rottingdean Brighton BN2 7GE</p> <p>Application for variation of condition 1 of BH2017/02928 (Demolition of existing building and erection of 3 storey building comprising of 4no self contained flats with associated parking and storage) to allow additional drawings detailing amendments to forecourt, stores, main entrance and stair tower.</p> <p>APPLICANT Mr Matt Hallam - View Property Group</p> <p>DECISION Approved</p>	
<p>BH2019/01085 - 40 Cranleigh Avenue Rottingdean Brighton BN2 7GN</p> <p>Application for approval of details reserved by the first part of condition 5 of Application</p>	



<p>APPLICANT Mrs Kala Ratnajothy</p> <p>DECISION Approved</p> <p>BH2019/01253 - 4 Northfield Rise Rottingdean Brighton BN2 7DR Demolition of existing garage and erection of single storey annex to the north side of the property. Alterations to ground floor fenestration on the north elevation of the existing property and associated alterations.</p> <p>APPLICANT Mr A Fowler</p> <p>DECISION Approved</p> <p>BH2019/01020 ADDRESS 4 Falmer Road Rottingdean Brighton BN2 7DA Application for approval of details reserved by Condition 3, 4, 5, 8 and 11 of application BH2019/00785.</p> <p>APPLICANT Mr Julian Wright</p> <p>DECISION Approved</p> <p>BH2019/01346 ADDRESS 96 High Street Rottingdean Brighton BN2 7HF Replacement of existing timber framed shopfront windows with PPC aluminium framed windows.</p> <p>APPLICANT Angels N Saints Mrs J Simson</p> <p>DECISION Refused</p> <p>BH2019/01384 ADDRESS 21 The Park Rottingdean Brighton BN2 7GQ Erection of single storey rear extensions with revised fenestration.</p> <p>APPLICANT Mr D Boyes</p> <p>DECISION Approved</p> <p>Cllr Butler drew attention to a recent planning application (BH2019/01848) which she would report upon at the next meeting .</p> <p>It was noted that vandalism had been caused in the chapel on the St Aubyn's site. Cllr John reported that she had been advised by BHCC that Fairfax (the developers) were responsible for the security of the site.</p>	
--	--



12.To receive report from (BEAG) the Built Environment advisory group

	Action
<p>Cllr Sheppard reported that:</p> <p>A drain cover in Dean Court Road was causing problems – that cover had now been replaced.</p> <p>Park Road signage had been repaired.</p> <p>A request for a seat in the Bus Stop outside “Frocks” in the High Street had been requested.</p> <p>Cllr Sheppard thanked members of the public who had attended the meeting to draw attention about traffic and highway challenges. He said that he was only too aware of the problems and would report back to a future meeting with a comprehensive review of what can be achieved.</p> <p>Cllr Fenwick reported that “Clean Airday” was very successful with 200 face-to-face contacts made.</p>	

13.To receive report from the (NEAG) Natural Environment Advisory Group

	Action
<p>NEAG has not met since the last meeting however BHCC has advised that Rottingdean would be receiving new bins for the seafront. A promotional ‘Funky Fish’ recycling bin would be place don Rottingdean seafront from 7 to 14 July.</p> <p>The seafront bike toolkit needs repairing and will be discussed when the NEAG meet next.</p> <p>The way restrictor pole at the entrance to Whiteways Lane bridlepath had been sheared through by a vehicle. This had been reported to BHCC.</p> <p>Also on the agenda for the next meeting is a review of the village pond.</p>	

14. To receive report from the (SCAG) Strategy & Communications advisory group

	Action
<p>Written report from 25 June to be circulated with August agenda.</p> <p>Cllr John reported that</p> <p>Roles and Responsibilities Cllr Turnbull would join NEAG and Cllr Arnold would join the Planning Sub-Committee.</p>	<p>Clerk to update website</p>



<p>Review of standing orders - To take place later in the year,</p>	
<p>along with the website and the Toolkit contract.</p> <p>Village Fair focus 3rd August – Focus on Clean Air and possible summary of the Neighbourhood Plan. Agreed to restock Car Stickers and Leaflets.</p>	

15.To receive report of the (VCAG) Village Community Advisory Group

	Action
<p>Cllr Sheppard reported the following :</p> <ul style="list-style-type: none"> • Advice for residents in hot weather would be printed in the Deans Magazine; • Fly posting has become a problem in the village and the VCAG would be discussing at their next meeting. • Noted that the Whiteway Centre was seeking volunteers. • Agreed to suggest poster on Whiteways noticeboard for recruitment purposes. 	<p>Cllr Sheppard to contact Whiteways Centre</p>

The meeting finished at 8.35 pm

Date of next meeting	Monday 5 August at 7.30pm at the Whiteway Centre
-----------------------------	---