

Rottingdean Parish Council

Agenda for the meeting of Rottingdean Parish Council

Parish Councillors are summoned to a meeting of the Parish Council on

Monday 1 April 2019 at 7.30pm - Rottingdean Whiteway Centre

All are welcome to attend this public meeting.

At the start of the meeting any member of the public is welcomed to speak for a maximum of 3 minute. Councillors aim to provide a response during the meeting if possible, and if not will endeavour to respond in writing within the month.

AGENDA

1. Apologies for absence.
2. Declarations of interests in agenda items.
3. Agreement of minutes of the RPC meeting on 4 March 2019.
4. Matters and actions arising from last meeting.

Parish Council finance and grants

5. To receive the RFO monthly report.
6. To agree outstanding payments/invoices
7. To agree applications for RPC grants/donations.

Major projects

8. To receive updates and progress reports on all major projects.
 - Street lighting update
 - Neighbourhood Plan update
 - Lower High Street update

Sub Committee

9. To receive report from the **Planning** Sub Committee.

Advisory groups

10. To receive report from the **Built Environment** advisory group.
11. To receive report from the **Natural Environment** advisory group.
12. To receive report from the **Strategy & Communications** advisory group.
 - St Aubyns
13. To receive report from the **Village Community** advisory group.

Date of next meeting: Monday 13 May 2019 @ 7.30pm

Date of annual village meeting: Thursday 18 April 2019 @7.30pm

Advisory Group reports – March 2019

Name of Advisory Group: Natural Environment Advisory Group

Present: Cllrs: Sue John, Jo Davies, Bob Webzell

Discussion Items/Briefing notes	
1	Beach Hut Availability, best discussed after May 2019 elections in new Councils (BHCC and RPC)
2	Explore potential of the Undercroft at Rottingdean seafront with the purposes of: Education (eg the sea and reefs, plastics, heritage, SSSI, National Park, Historic Rottingdean) Enhance appearance of a key space at a Rottingdean access site Provision of a shelter and narrow seat
3	Bob is progressing work on the content of information boards on Beacon Hill NR
4	
5	

Actions	Responsibility	
1	Beach Hut usage and availability	Jo and new RPC Councillors
2	a) Jo, Sue and Bob to meet at undercroft and generate ideas 28/3/19 b) If appropriate, contact or prepare a paper of proposal to Toni Manuel c) Decide on possible partners for such a project (eg Parc, Hub, NPA, Visit Rottingdean, GRAB, Art-Pod, Friends of BHNR)	Jo, Sue and Bob
3	Information Board completion	Bob and Sue
4		
5		

Completed by : Bob Webzell

11/03/19

Name of Advisory Group: Strategy & Communications
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Discussion Items/Briefing notes	
1	Annual Village Newsletter Logistics of printing and distribution discussed in context of Purdah regulations
2	S106 monies and RPC priorities Guidance from BHCC S106 Officer Debra May and RPC Infrastructure Development Plan discussed
3	St Aubyns S106 Preparation for Members Briefing, consideration of management and maintenance issues
4	Major Projects Progress on Neighbourhood Plan, Street-Lighting Project and Lower High Street
5	What We Do governance guide refined in advance of Members Briefing
6	

Actions		Responsibility
1	To check with BHCC re whether content of AVN contravenes Purdah regs	KK
2	To co-ordinate printing and distribution to fit required timetable	KK
3	To establish needs of recreational groups in the Parish	KK/GS
4	IDP to be updated	JB
5	Request summary of S106 main issues from independent legal adviser	SJ
6	Explore options for management/maintenance issues	KK
6	To pursue % for art for Lower High Street project	SJ
7	Complete objectives and intentions section re Community Facilities in NP	SJ
8	Establish housing density formula for brownfield sites	KK
9	Other NP completion tasks to be allocated to individual members	SJ
10	To seek update on inclusion of Park Road toilets in BHCC capital programme	KK
11	To update project plan/business case for Lower High Street	KK

Completed by: Sue John
