



Minutes of the meeting of Rottingdean Parish Council held on Monday, 1 November 2021

Present; Cllr John (Chair), Cllr Sheppard, Cllr Levins, Cllr Lawrence, Cllr Poole. Cllr Fox, Cllr Turnbull, Cllr Nixon.

Chris Hayes, Parish Clerk,

Public Gallery: Ward Cllr Fishleigh, Mark Cherrie, Sarah Randall, Collette Williams

1. Apologies for absence

Ward Cllrs Mary Mears and Joe Miller.

2. Declarations of interest

None

3. Agreement of the minutes of the RPC meeting on 4 October 2021

- (i) The minutes were agreed with the following amendments:
- Page 4, 7 (iii) "overspend" should read "underspend".
 - Page 5, para 9 (i) "Football Club" should read "Cricket Club".

4. Matters arising

- (i) Action Log. The Clerk provided the following update.
- 0901: Cllr Fox had expressed an interest in joining the panel to interview applicants for the Council Vacancy.

5. Casual Vacancy

- (i) The Clerk advised the meeting that there were three applicants for the Council vacancy and that, as per the Co-option policy, a panel comprising the Chair, Vice and another Councillor would interview the applicants and make recommendations for appointment to the next meeting of the full Council. It was agreed that cllr Fox would join the Panel.

6. Lower High Street

- (i) **Cllr Turnbull** provided the following update:

- The consultation on the concept design was well in hand with website and social media publicity, leaflets setting out the proposals distributed to every household, an exhibition/drop-in event had been held on 23 October and drop boxes for comments had been placed around the village.
- The responses so far had been mainly positive, with 75% of the 53 responses indicating support for the proposal, although local residents had expressed concern about the potential restriction of access for private vehicles and parking.
- A meeting had been arranged with Nick Hibberd, Executive Director Economy, Environment & Culture to seek the support of BHCC.
- The next steps would be to analyse the responses in detail and consider the way forward with the design.
- Funding available from Section 106 was also being considered.

7. St Aubyns

- (i) **Cllr Nixon** took the meeting through the project brief previously circulated and advised that the project had been set up to ensure timely decisions were made on the offer of transfer of St Aubyns Field, Chapel and listed assets within the curtilage to the Parish Council and future management and uses of the Field and buildings. **Cllr Nixon** explained that the work was organised into three streams:
- Chapel and Future Uses
 - Field, Pavilion and Memorial
 - Future Management organisation.

The following points were made in discussion:

- There were restrictions on the future use of the Field and buildings set out in the Section 106 agreement between Fairfax Properties and BHCC.
- A one-off payment of £350,000 would be made for future maintenance.
- It would be important to clarify the precise boundaries of the land included in the transfer.
- Communication about progress of the project was critical.
- If RPC did not take up the offer Fairfax Properties would transfer the Field and buildings to a private management company.

8. Finance Update

- (i) **Payments for Authorisation. The Clerk sought authorisation for the following payments:**

		VAT
HMRC October	£546.01	
C Hayes Salary October	£722.13	
C Hayes Expenses (zoom)	£43.99	£8.80
SPS (LHS leaflet distribution)	£474.00	£79.00
One Digital (LHS leaflets)	£280.00	
Room Bookings (OLOL)	£40.00	
Urban Movement	£3066.00	£613.20
Room Hire WW	£74.00	
Remembrance Day Wreath	£25.00	
Total	<u>£5271.13</u>	

Authorisation was proposed by **Cllr Levins**, seconded by **Cllr Turnbull** and agreed unanimously

(ii) Bank balances

The Clerk advised the meeting that the bank balances at the end of October were:

NatWest Current Account (cash	£100.00
NatWest Reserve Account	£85,472.06
Unity Bank Current Account	£500.00
Unity Bank Instant Access	£31,356.43
C&C savings account	£91,792.91
Cash in Hand	£209,221.40

(iii) The Clerk presented the accounts for October, which were agreed.

(iv) Budget for 2022/23

The Clerk advised the meeting that he was preparing recommendations for the Budget for 2022/23 for the Strategy and Communications Advisory Group to consider prior to agreement by the Council at the December meeting. As part of this the Clerk said he would be checking expected project expenditure during 2022/23 with project lead Councillors.

9. Planning

(i) Applications considered in October. Cllr Sheppard took the meeting through the following applications considered by the Planning Consultative Panel.

BH2021/03321 8 Royles Close Rottingdean Brighton BN2 7DQ

Erection of single storey extension and new boundary fence

The panel considered the documentation related to this application and visited the site making observations from the front of the property. They considered that the proposed erection of a single storey extension would be proportionate and in keeping with the existing building and that it would not impose on neighbouring properties. They also considered that the proposed new boundary fence constructed on the existing wall was reasonable and that whilst not unduly affecting sight lines it would provide additional privacy. We were pleased to note that the existing hedge behind the wall will be retained. Rottingdean Parish Council planning panel did not object to this application.

BH2021/03462 St Margaret's Church The Green Rottingdean Brighton BN2 7HA

Erection of two storey extension to North elevation.

The panel carefully considered the documentation related to this application for the erection of a two-storey extension to the north elevation. Additionally, a number of councillors made on site visits looking both at the exterior and interior of the building. The panel appreciated that many of the changes particularly in the late 19th and early 20th century were far reaching and considered that in order for this building to survive and remain in use into the 21st century further change was inevitable. These proposed changes would in the panel's view see a great improvement to the present facilities which would mean that the Church would be able to offer a more extensive range of activities and cater for a much boarder spectrum of the community.

The panel did not consider that the extension would impact on the overall appearance of the church since when viewed from different aspects the design was in essence a sympathetic extension of the existing two storey 1970's vestry. The panel expected that close attention is given to ensuring that the quality of the flint, the roof tiles and other details are perfectly matched to those of the existing vestry. They considered that having the proposed extension sunken into the ground would ensure that the ridgeline matches that of the 1970's extension. Overall, the panel were pleased to note that the vast majority of the historic fabric of the Church would remain unaltered and that the principal views would remain unchanged.

The panel were very conscious that the extension could have a serious and negative impact upon the Burn- Jones/ William Morris windows on the North Wall. However, they considered that a great deal of thought had gone into how their beauty can be preserved for all to enjoy and we judged that the extensive roof light would allow natural day-light to fall onto the stained-glass windows and ensure they were still well lit allowing them to continue to be appreciated from the nave. The panel assumed that English Heritage would look at this aspect of the design very closely and we would expect their comments to carry considerable weight.

The panel were interested to note that the re-opening of an existing doorway on the north wall of the nave would create a strong link between the existing church and the proposed extension.

They understood that a number of 19th and 20th century gravestones would need to be removed and relocated to allow the development to proceed. This of course would be a highly sensitive process, but the panel were reassured that this would be carried out with professionalism, dignity and sensitivity.

Rottingdean Parish Council did not object to this application.

BH2021/03398 6 Welesmere Road Rottingdean Brighton BN2 7DN

Erection of single storey rear extension behind existing garage to replace wooden workshop.

Rottingdean Parish Council's planning panel considered the documentation related to this application and viewed the site on Google maps. They considered that the proposed demolition of the wooden workshop to the rear of the garage and the construction of a solid brick extension to the same size and matching the current flat roof with doors and all other materials to match the main building enhances the present build and would not affect neighbouring properties. Rottingdean Parish Council planning panel did not object to this application.

In addition, **Cllr Sheppard** advised the meeting that a planning application previously considered for 8 Rowan Way and 18 Royals Close had been approved in line with the Parish Council's view and that an appeal against refusal of an application for the Timbers, near the Green had been dismissed. **Cllr Sheppard** also said that the planning panel would follow up their previous contact with the developers of the Meadow Vale site so that they can act as a liaison point for residents.

10. Advisory Group Meeting Updates

(i) Strategy and Communications

- Local Government Ward Boundary Review. The Clerk advised the meeting that following his attendance at a presentation from the Local Government Boundary Commission the Advisory Group had considered a response to the consultation on ward boundaries within Brighton and Hove. The proposed response (previously circulated) set out why, for historic, demographic and geographic reasons, the Parish represented a coherent community that should remain within one electoral ward to ensure its interests could be effectively represented. The proposed response was agreed.

Action: Clerk to send the response to the Local Government Boundary Commission

(ii) Village Community. **Cllr Lawrence** gave the following update:

- The group continued to canvass views from various groups about the resilience arrangements in the village and would bring back the issue to the full Council in due course.
- Discussions were continuing with local eco groups about how to raise awareness of the potential to repair, reuse and recycle waste material. In this context it has been suggested that the sea water at Rottingdean Beach should be tested for purity.
- The group had put together a spreadsheet showing grants provided by the Council over the last few years to help inform future decisions. It was agreed this should be placed on the website.
- A report of the recent musical event organised by St Margaret's Church had been received that showed lower than expected turnout and that not

all the grant money provided by the Council had been spent. Cllr Lawrence would be following up on this with the organisers.

- Work on the fixing of the new Notice Boards would begin soon and in preparation, site visits were being conducted to confirm the locations.

(iii) Natural Environment. **Cllr Turnbull** gave the following update:

- Beacon Hub had agreed to put a notice board on the Hub at the side facing the most popular route. A grant application would be made to the Parish Council.
- The sheep were being moved around the Reserve to schedule.
- The Hub would be making a submission for funds from the S106 monies.
- No action had yet been taken on the safety concerns reported to BHCC that arose by the confluence of pedestrians, scooters and cyclists on the Undercliff.
- **Cllr Nixon** asked if any action was being taken about concerns expressed about recent rock falls. **Cllr Turnbull** said he had been informed that BHCC engineers undertake regular inspections to ensure the cliff face is stable but said he would seek further reassurances.

(iv) Built Environment. In addition to the note circulated **Cllr Sheppard** provided the following update.

- The installation of the bollards on the green area adjacent to the Bowls Club had been brought forward to November 16th and 17th. The Bowls Club had been informed. It was agreed in principle to provide £50 to have keys cut.
- The final phase of the street lighting works would begin during the next month with the installation of the 4 replacement columns. This would be followed by the other works being lantern changes and repainting. BEAG would liaise with the streetlighting team over the relocation of 2 information signs on one of the lamp posts in Nevill Road.
- BEAG had met with a member of the Highways Team who brought samples of red Marshall paving bricks. It was agreed that quotations should be sought for the necessary works.

Action: BEAG to seek quotes for work to replace paving bricks in the area between Dean Court Road and Falmer Road.

- Following concerns from a resident in Park Road about a tree in the old Lloyds Bank overhanging his back yard and liaison by BEAG with BHCC and the developers, the tree had now been pruned. The resident had contacted BEAG to express his thanks for their support.
- Work had been carried out to resurface the footway in Nevill Road between Sheep Walk and the entrance to Beacon Hill.
- BEAG had written to the Headteacher at Longhill School about how to resolve safety concerns arising from students disembarking at the bus stop on the eastern side of the Falmer Road and crossing the road behind the bus.

- RPC had responded to BHCC's consultation related to the Local Transport 5 document saying that that they welcomed welcoming and strongly supporting its aims and objectives and stating that as part of Rottingdean was a designated Air Quality Management Area the Council would expect the Parish to be included in these planned-for actions.
- RPC's response to BHCC's consultation related to the Local Cycling & Walking Infrastructure Plan (LCWIP) expressed strong support for the aims and objectives but RPC would want and expect the Parish to be included in planned for actions as a priority particularly in relation to considerations about possible extension to the shared cycle space on the Falmer Road south of Longhill School and with a view to improving the cycle route adjacent to the A259 between Brighton and Rottingdean, which would alleviate pressure on the Undercliff walkway. In addition, the response suggested that, given its significant elderly population, Rottingdean appeared to meet the LCWIP policy criteria for having a particular need for improvement.
- BEAG had liaised with residents and DJ Utilities/SGN concerning the gas renewal project taking place in a number of streets between October and December. This particularly focussed on residents' concerns about part of The Park area being used as a compound.
- A faulty streetlight on the footway between Court Ord Road and Longhill Road had been reported by BEAG. Residents had expressed their disappointment that the original column couldn't be preserved but BHCC had explained that this was not possible due to its unreliability.
- A damaged bollard on the pavement in Steyning Road had been reported by BEAG to BHCC and had now been reset.
- Cllr Sheppard had spoken directly on site to one of the Healthmatic team about concerns expressed by a resident relating to the toilet block in the Recreation Ground where that one toilet was locked and the other hand washing was not working. Unfortunately, none of the repairs have been carried out. BEAG would now contact BHCC directly through a contact provided by ward Cllr Fishleigh.
- An old settee pulled along Ely Drive and off the Beacon into the Recreation Ground was reported by BEAG and was promptly removed.
- Cllr Sheppard had attended the BHCC Active Travel Forum on 1 November covering topics including promoting active and sustainable travel, Go Green by train, the cycle hanger scheme, Bikeshare and Valley Gardens Phase 3.
- Local residents who several months ago requested a dedicated bench in Northfield Rise have withdrawn their kind offer after BHCC dedicated bench team were unable to provide a classic style bench after initially promising that this would be possible. Cllr Sheppard had requested that BHCC reconsider.
- A local resident had contacted BEAG concerning his wish to place a dedicated bench in memory of his wife in one of three suggested locations. Cllr Sheppard would meet with him to discuss further and then discuss with BEAG group.

- A faulty streetlight on Whiteway Lane reported by a resident and the BEAG had now been repaired.
- A resident in Ely Drive had contacted BEAG about her concerns around the condition of two building sites in Ely Drive. Cllr Sheppard had contacted the resident and visited the sites which will continue to be monitored.

The meeting closed at 21:10. The next meeting will be on 6 December.

Chris Hayes, Parish Clerk

November 2021

Signed

Dated