



## Minutes of the meeting of the Parish Councillors on Monday 7 November.

Present: Cllr (John Chair), Cllr Levins, Cllr Poole, Cllr Lawrence, Cllr Cherrie, Cllr Nixon, Cllr Fox. Cllr Turnbull

Chris Hayes, Parish Clerk (minutes)

Questions from the Public.

**Nigel Kermode** expressed concerned about work on the Quaker Burial Ground, the Beard Tomb and its Boundary Walls (particularly the extensive planting of Leylandii) which he thought to be inconsistent with a site that he understood to be locally listed following advice from Heritage England. **Cllr Lawrence** said that she was looking into the matter and seeking advice from Brighton and Hove City Council.

**Louise Arnold** asked for an update on the refurbishment of Park Road Public Toilets. The Parish Clerk said he had been informed by City Council engineers that the works to reposition the electrical mains would take place on between 24<sup>th</sup> and 28<sup>th</sup> November following which building work could commence but this would probably not be until January.

**Mr Blackman** asked if the Council could take action on the very slippery pavement areas in the High Street given the increasing incidence of exceptional weather. **Cllr Cherrie** said that the Building and Environment Advisory Group (BEAG) would be looking at the matter at their November meeting.

**Chris Grinsted** advised the Council that he had submitted a list of questions about the Parish Council's position on the planter in the High Street including questions about the reason the planter had been put in place, the Parish Council's role in this and the Parish Council's view of the planter and other related traffic flow management measures. **Cllr John (Chair)** said she would be providing an update later in the meeting.

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**Samantha Thompsett** said she had organised a petition for the removal of the planter that had 1400 signatories and continued to canvas views on the planter from residents.

**Linda Hyde** asked why given that the Experimental Traffic Order had expired at the end of October, the Parish Council were not dealing with the issue or expressing a definitive view on the planter given the public concern.

**Clive Bonny** asked if the Parish Council had a risk management process and if consultation was included. **Cllr John (Chair)** said that there was a risk register and although consultation itself was not included the risk of reputational damage was included.

**Paul Sinclair** said a more scientific study on pollution and traffic flow on the High Street was needed along with a wider survey across the village. He also asked whether the lighting that had been removed from the Twitten was to be replaced. **Cllr Nixon** said that the Parish Council and BHCC were undertaking a lighting study to determine the most appropriate lighting scheme and would then consider how this might be funded.

**Alison Wright** said she had discovered serious fraud issues concerning a number of high-profile politicians and high-ranking officials and wanted advice of who to report them to. **Sue John (Chair)** advised that this was outside the remit of the Parish Council and that she should report her concerns to the relevant authorities on which the Parish Clerk could provide advice after the meeting.

**Tom Cotcher** asked when Tesco Car Park walls were to be repaired and also said that the no right turn out of the West Street Car Park was regularly ignored and suggested camera enforcement could solve this issue. **Cllr John (Chair)** said the Council would look into this.

A local resident asked if lighting could be provided in Hogg Platt given the uneven surfaces. **Cllr John (Chair)** said that the Parish Council had organised the cutting back of vegetation to improve the light but would look into the provision of lighting.

Written Questions:

**Ward Councillor Fishleigh** was unable to attend the meeting but had written to update the meeting on the following points:

- She was concerned that the roof for the proposed new changing rooms at the bowls club was too large, would take light from the adjacent homes and spoil the

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street scene of the 18<sup>th</sup> century barns in a conservation area. She requested that the Parish Council change its position of not objecting to the planning application.

- She had been involved in discussions with Greene King Brewery about the remodelling of the White Horse on which she would keep residents updated
- She was arranging a village-wide meeting to discuss the planter, yellow box and no right-hand turn out of West Street and was waiting to hear back from Brighton and Hove Council officers about their availability.

**Brian Parsons** had written to say he had been disappointed at the return of the planter following its temporary removal and suggested it did not reduce traffic, put more pollution in mainstream shops and created more stationary traffic. This he said was exacerbated by the short green light sequence on the traffic lights at the junction with the A259. He also wanted the Parish Council to take action on the poor road surface on the High Street and on a stretch of road 300 metres either side of the entrance to Longhill School.

**Rev Brian Davison** had written to draw the Parish Council's attention to the following

- The graph on the [Parish Council] website showed that the rate of fall in pollution on the A259 paralleled that in the High Street which suggested the fall in pollution in the High Street could be due to other factors
- Improvements in northbound traffic flow had been achieved perfectly well by the yellow box and the right turn restriction which could be supported by camera enforcement.
- He wanted to know how many of the councillors who voted for the planter had experienced the High Street on a daily basis.

**Cllr John (Chair)** said she would make a statement on the measures in the High Street at the relevant agenda item.

1) Apologies for absence

Apologies received from Ward Councillor Fishleigh and Cllr Sheppard

- 2) **Resignation of Cllr Graham Sheppard.** **Cllr John (Chair)** said that Cllr Shepherd, his wife Stephanie and son Harry were leaving the village to live in Hampshire where Harry was now a student. Both Graham and Stephanie had made a significant contribution to village life in Rottingdean over many years and people would also have seen Harry helping out with the Village Fair, the Christmas tree and on other occasions. Stephanie had been the valued editor of Rottingdean Village News, served on the Whiteway Centre committee and with Graham, organised the Village Fair since

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former resident Harold Williams handed over the reins many years ago. **Cllr John (Chair)** said that Graham grew up in the village where his father was a local bobby. He joined the Parish Council after his retirement from the local deaf school and had served on the Parish Council for about 6 years. He had led on planning and the built environment and the Council had benefitted from his objectivity, attention to detail and conscientious approach to matters great and small. He had also helped to make sense of figures provided from Brighton and Hove City Council on air quality and traffic movements. **Cllr John (Chair)** said Graham was an excellent communicator and very much a people person. He had been the Parish Council's chief Tweeter and written regular reports for the Village magazine. His hard work had been appreciated by all, he would leave a big gap and the Council wished him well as he settled into a new village where he would no doubt also make a valuable contribution, despite his protestations that this was not his intention

The meeting warmly endorsed the comments.

**Cllr Lawrence** expressed her personal appreciation of Cllr Sheppard's work on resolving the many day-to-day issues that arose in the village and expressed her thanks for his support when she became a Councillor.

### 3) Declarations of interest

None

### 4) Agreement of the minutes of the Parish Council meeting on 3 October 2022. The minutes were agreed as drafted.

## Matters arising

### 5) Action Log. None outstanding

### 6) Matters Arising.

#### a) Meeting with BHCC on the Air Quality Management Area. **Cllr John (Chair)** provided the following update:

- The decision to place the planter in the High Street along with other traffic control measures was made by Brighton and Hove City Council's Environment, Transport and Sustainability Committee in January 2019, in consultation with Parish Councillors, to address Nitrogen Dioxide levels that registered above the EU and UK legal limits.
- The Experimental Traffic Order came to an end on 28 October. The Parish Council were awaiting legal advice on this issue but currently the understanding

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was that any decision to adopt or remove any of the measures introduced had to be made by the ETS Committee, from an evidence-based approach. It would be an agenda item at the January meeting of that committee.

- Following a recent meeting of the joint Parish Council and BHCC Working Group on the air quality measures, the latest data available from the traffic flow and air pollution sensors was now being considered to determine what advice to provide to the Committee.
- The AQMA report would be made public later this month but the overall trend for Rottingdean is positive with Nitrogen Dioxide.
- levels now below the EU and UK limits, although still above the locally set target of 30 micrograms per litre. The Parish Council would be agreeing its response to the committee at its December meeting.
- **Cllr John (Chair)** added that the Parish Council along with Cllr Fishleigh, had asked for a quarterly breakdown of vehicle types travelling through the High Street, including Heavy Goods Vehicles – the worst polluters- and were also waiting to hear how we might pursue a wider study of traffic movements through the village, given a number of concerns that have been raised about pedestrian and road safety and overall traffic management.

## Finance Update

### 7) Payments and invoices.

- a) **Payments for Authorisation.** The Clerk sought authorisation for the following payments

#### VAT

HMRC October	£613.23	
C Hayes Salary October	£ 793.27	
C Hayes Comms (zoom)	£11.99	£2.40
RVN (St Aubyns)	£200	
One Digital (St Aubyns Leaflets)	£105	
Room Hire	£38.00	
Pond Maintenance	1800.00	
Remembrance Wreath	£25.00	
<b>Total</b>	<b><u>£3586.49</u></b>	

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

- b) Bank balances** The Clerk advise that the bank balances at the end of October 2022 were.

NatWest Current Account	£	100.00
NatWest Reserve Account	£	67,738.73
Unity Bank Current Account	£	101.29
Unity Bank Instant Access	£	30,124.95
C&C savings account	£	85,966.86
<b>Cash at Bank</b>	<b>£</b>	<b>184,031.83</b>

- c) October Accounts.** The accounts were presented by the Clerk and approved by the meeting.
- d) Budget for 2023/24.** The Clerk advised the meeting that work had begun on preparing a budget for 2023/24. The draft budget proposal would be discussed with the Finance Subgroup and then the Strategy and Communications Group before being brought to the December meeting of the Council for agreement.

## Major Projects

- 8) **St Aubyns.** **Cllr Nixon** provided the following update:
- Fairfax had agreed the need for railings on the steps to the left-hand side of the Field House to aid access for people with mobility issues, subject to heritage approval.
  - Twitten The lighting design study proposal for the Twitten made by BHCC is progressing and Councilor Fishleigh had raised the topic of future funding with BHCC.
  - Residents of Denes Mews will meet Fairfax on-site on 10<sup>th</sup> November to discuss how to improve privacy and security along the boundary wall with the development. RPC will attend.
  - Residents of Kipling Court have raised concerns about an important loss of privacy due to the windows of the new St Aubyn's flats facing directly into all their living areas. BHCC planning enforcement had advised that all planning obligations had been met so no enforcement action was appropriate.
  - The Chapel refurbishment had been completed except for the replacement of one door which was on order.
  - The Pavilion refurbishment had started, and it is hoped to be completed by January 2023.
  - All remaining legal points on the Transfer Deed, Contract and Schedule documents were discussed and the way forward agreed in principle.

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- Discussions were ongoing with BHCC regarding the exception of RPC from certain developer obligations and on clarification on planning permission for potential enhancements identified during the consultation process, if needed in the future
- The conclusions of a Council workshop to look at priorities and associated budget for the St Aubyns Project 23/24 will be reviewed by the working group to develop a 2023/4 scenario and associated budget for Council approval. The costs of setting up a CIO are to be assessed in more detail.
- Following BHCC guidelines on the Artistic Component a panel of relevant experts was to be formed to judge bids for the development of an art installation on the St Aubyns site to celebrate the history of the school and village.

9) Lower High Street. **Cllr Turnbull** provided the following update:

- The original idea for a pedestrianisation of the area had been modified following consultation and a revised plan allowing disabled parking and drop off areas was being developed. The design consultant, Urban Movement, working with the Council had quoted £8850 to provide a revised design working with Brighton and Hove City Council officers.

**Cllr Turnbull** proposed that the quote was accepted, and payment authorised. This was seconded by **Cllr Levins** and agreed unanimously,

- A meeting had taken place with Vincent Madden who is leading a Greene King project to create 39 boutique 'Discovery' hotels around the country, from the existing Greene King estate. This includes remodelling the internal structure and external appearance of the White Horse (that will be renamed the White Horses) for which a budget of £2 million is available. The Parish Council are supporting the bid to move the White Horse up the list of sites to be developed. A consultation on the proposals is being held on 25/26<sup>th</sup> November at the White Horse.

## Planning

10) Applications considered in October. **Cllr Poole** took the meeting through the following applications

**BH2022/03081 18 Park Road Rottingdean Brighton BN2 7HL**

Demolition of existing garage and erection of 1no two storey dwelling including excavation of a lower ground floor.

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Rottingdean Parish Council examined the proposal for the demolition of an existing garage and the erection of a two-storey house including the excavation of a lower ground floor. Having considered an earlier version of the plans in July, the Panel thought that it made good use of the site but were concerned that the length of the new building to the rear would cause shadowing for the neighbouring property on the eastern boundary.

The amended plans showed a rear footprint that would be much reduced from the earlier proposal, so shadowing should not be an issue. However, we noted that a full-width balcony is planned for the rear, top floor of the property. This could well lead to privacy issues for neighbours but, as we did not have access to the rear of the property, we were unable to fully estimate the potential impact. For that reason, we were not able to give a definitive view on this application.

### **BH2022/03029 21 - 29 Marine Drive Rottingdean Brighton BN2 7HJ**

Replacement UPVC windows and doors to front and side of 4no first and second floor flats, replacement UPVC common way doors and

Rottingdean Parish Council examined the proposal to replace the PVC double-glazed windows / balcony doors of four 1st floor flats situated above business premises at this location. We noted that the old white PVC frames would be replaced with anthracite grey PVC double glazing. Also, that the external walls of the flats would be re-rendered and repainted the existing colour.

The property is located in a prominent position on the main coast road in Rottingdean. The proposed works would result in the flats having grey coloured window and door frames instead of white. Whilst this is a not a traditional look, it was considered in keeping with other properties that have been refurbished in Marine Drive and wouldn't be detrimental to the street scene.

Rottingdean Parish Council did not object to this application.

In addition, **Cllr Poole** advised the meeting of a pre application letter that had been received from Clarke Telecom for the placement of telecom masts towards the top of Bazehill Road and on Falmer Road just after the junction with Court Farm Road to provide 5G services for the Village. The planning panel had advised that Rottingdean's heritage had to be protected as far as possible, so the height, siting and visual appearance of the masts was of vital importance. On that basis, shielded masts, sited where they were least noticeable, and which merged in as far as possible within the existing street scene, would be their expectation for any planning applications that are made. In response **Clarke Telecom** had said that there were technical reasons that meant only a few sites were feasible and the ones chosen had been done so to cause the minimal disruption to the local amenity. They had also said that although it would not be possible to shroud the masts, they would be painted green to blend in with their surroundings.

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## Advisory Group Meeting Updates

- 11) **Strategy and Communications.** **Cllr John (Chair)** advised that the group had not met in October but would be meeting this month to discuss a number of issues including the budget for 2023/24. **Cllr John (Chair)** also advised the meeting that final formatting of the Neighbourhood Plan was now underway, and the Plan would soon be ready for submission to the BHCC for regulation 16 consultation prior to a village-wide referendum on its adoption next year.
- 12) **Village Community.** **Cllr Lawrence** provided the following update:
- The concert and parade to celebrate the 150<sup>th</sup> anniversary of the birth of Ralph Vaughan Williams went ahead on the 12th of October. The parade went down Whiteway Lane, round the village green and through Kipling Gardens and lined up either side of the church entrance. The concert was a success, all tickets were sold.
  - The sixth noticeboard had now gone up at Rottingdean Recreation Ground.
  - The village Christmas tree had been ordered and the date of its placement would be publicised.
  - St Margaret's Church in conjunction with Rottingdean Parish Council were holding a meeting on the 15th of November to discuss concerns about the rising costs of fuel bills. There would be a panel of three speakers all dealing with different topics; Mark Earthey an energy market professional, Kayla Entre from the Brighton and Hove Energy Services Co-op to talk about practical measures being taken by individuals and organisations in surrounding local communities to mitigate against rising energy costs and the energy advisor from Brighton and Hove Citizens Advice Bureau.
- 13) **Natural Environment.** **Cllr Turnbull** provided the following update
- A meeting was being arranged to discuss the provision of a permanent Beacon on Beacon Hill
  - Disability access to Beacon Hill had been discussed by Beacon Hub and a plan had been agreed that was with a drafting engineer
  - Beacon Hub had agreed that the car park should be opened 24/7 and were currently seeking a parking machine that would allow the first hour free.
  - A meeting with BHCC to consider additional cycle stands proposed by PARC by the Undercroft had been positively considered.
  - A source for larger stones to prevent parking on the grass verge on Sheep's Walk had been found that would cost £140 each. Further information was being sought about delivery and placement.

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- A letter had been sent to BHCC seafront team about the damage to the coping stones in the Terraces. As no response had been received this would be followed up.
- The village pond had flooded. Nick Lane the City Parks Ranger had cleared a blockage and suggested a more open drainage grill would help prevent flooding in the future. The Group were considering this proposal.
- A resident had requested the Council support an application to make Rottingdean a Designated Bathing Area that would have the advantage of the provision of regular water quality data. The group were to discuss the matter.
- Despite a letter and reminder, a reply had not been received from the BHCC Seafront Manager about the dangerous condition of the cliff face at Rottingdean beach. The matter could either be taken forward by writing to a senior officer or speaking at the next meeting of the relevant Committee.

In discussion it was agreed that a Councillor should attend and speak at the next relevant BHCC Committee meeting.

#### 14) Built Environment

- Some residents have understandably raised concerns, which RPC share, about the condition of the pavement in various parts of the Conservation Area. RPC reiterated that this issue had been reported to BHCC previously and also that RPC have formally requested that Section 106 monies related to sustainable transport generated by the St Aubyns development be used to carry out necessary works. Additionally, that RPC have agreed to allocate £15,000 of the project budget to contribute to such works.
- BEAG had contacted BHCC to ask when the planned rebuilding works to the West Street car park wall would begin. They were awaiting a reply.
- BHCC have informed BEAG that they have managed to source an older style dedicated bench which will shortly be installed on the green area at the bottom of Whiteway Lane. BEAG are liaising with the resident who had requested the bench.
- Following discussions between BEAG, BHCC and the Bowling Club, BEAG would like to record their thanks to the Bowling Club, on half of RPC, for carrying out white lining work on the public steps adjacent to the Club.
- Following a request from last month's RPC meeting, BHCC have agreed to paint a 20-mph sign on the Falmer Road going south just after the Cricket Ground.
- Following a request from BEAG and Cllr Fishleigh the electrical recycling bin in the long stay car park had been emptied.
- BEAG followed up their previous request that the BT utility cover on the High Street at the western end of Steyning Road be securely fixed as it vibrated when vehicles

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drive over it and disturbed residents in nearby houses. BHCC had assured BEAG that they had passed this on to BT and would monitor the completion of this work.

- BHCC had informed BEAG that they were allocating small bike racks for locations across the city and had suggested installing one on the Recreation Ground against the southern wall of the toilet block and the other on the South west corner of the Village Green next to the bins opposite the Denes Residential Home. Cllr Cherrie and Cllr Sheppard had had an initial discussion and would support the Recreation Ground location but not the location on the Village Green since this would block the entrance at this point.

This was agreed by the meeting, and it was suggested that alternative sites should be considered along with the repair of the cycle parking racks at Tesco Car Park.

- A 20-mph road sign located at the western end of West Street which came adrift in high winds had been secured with lock nuts by Cllr Turnbull.
- A resident had reported that they slipped on a recently repaired part of the road on Marine Drive. This was urgently passed on to BHCC Highways who carried out checks.
- Cllr Sheppard, the current Chair of the Built Environment Advisory Group had met with Cllr Cherrie to formalise a handover which would come into effect after this evening's meeting.

The meeting closed at 21.05. The next meeting is on 5<sup>th</sup> December

***Chris Hayes, Parish Clerk***

***November 2022***

Signed

Date