



Minutes of the Meeting of Rottingdean Parish Council on Monday 6th of January 2025

Present; Cllr Nixon (Chair), Cllr Cherrie, Cllr Snow, Cllr Evans, Cllr Lowery, Cllr Lawrence. C Hayes, Parish Clerk

Public Gallery. Ward Cllr Eathy, Ward Cllr Fishleigh, Paul Lane and Caroline Lane

Questions from the public.

Caroline Lane enquired about progress on the planting of the wildflower meadow in St Aubyns Field expressing concern that the continued delay would affect the quality of the wildflowers. **Cllr Nixon** said he had raised the matter with Fairfax along with the issue of access to the brick path at the southern side of the field. The path had now been opened but Fairfax had advised that the wet weather had prevented the heavy vehicles accessing the field to prepare the ground for seeding the wildflower area. **Cllr Nixon** said he would follow this up with Fairfax.

Action: Cllr Nixon to seek an update on the planting of the Wildflower meadow with Fairfax.

Cllr Fishleigh said that a community orchard was to be planted at the Cricked Club in partnership with Brighton Permaculture Trust (BPT). Volunteers were being sought to help with tree planting. She also asked if the Parish Council were to make representations to the Planning committee meeting of 8th of January about the application for 14 Nicholson Place. **Cllr Lawrence** said that the revised design recently submitted had addressed most of the concerns of the Parish Council so no representations would be made.

Cllr Eathy said that he continued to follow up complaints about the poor bin emptying service that was particularly affecting the collection of recycling and garden waste.

1) **Apologies for absence**

Apologies had been received from Cllr Poole

2) **Declarations of interest.** None

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3) **Agreement of the minutes of the Parish Council meeting on 2nd of December.** The minutes were agreed as drafted and signed by the Chair

4) **Matters Arising.**

None

5) **Action Log.** The Clerk took the meeting through the outstanding actions.

- a) 0109. Cllr Poole **to** continue seek Conservation Advisory Group (CAG) advice about the Chapel window protection. **Cllr Cherrie** advised that he had been provided with a contact on the CAG and would shortly be sending a request for advice. Carried Forward.
- b) 0210. Cllr Evans **to** follow up the Friends of Beacon Hill (FOBH) notice board proposal. **Cllr Evans** said he had contacted FoBH about taking the proposal forward but had not had a reply and would follow up. Carried Forward
- c) 0411 Cllr Cherrie to liaise with the group of volunteers currently maintaining the pond path about the Parish Council proposal to discontinue to the pond path project. **Cllr Cherrie** advised that he and Cllr Evans were meeting one of the volunteers this week. Carried Forward
- d) 0112. Cllr Evans/Cllr Cherrie to follow up the replacement or repositioning of large stones on Sheep's Walk to prevent parking in the verge. **Cllr Evans** reported that the stones now seemed to have been replaced and some new stones added, presumable by residents, but would continue to monitor the situation. Closed
- e) 0212. Cllr Lawrence to draft and circulate for agreement a Parish Council response to the application from Longhill School for the installation of a new full size synthetic 3G pitch. Completed. Closed
- f) 0312. Cllrs Poole and Lawrence to review the consultation document on the City Plan 2041 and advise Councillors at the January meeting of a recommended response. Agenda Item. Closed

6) **Finance Update**

a) **Payments and invoices.** The Clerk sought authorisation for the following payments:

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VAT

HMRC December	£563.58	
C Hayes Salary December	£745.13	
C Hayes Comms (zoom + phone)	£37.99	£2.60
C Hayes Stationery	£27.91	£5.58
Toolkit (IT Support)	£165.00	£33.00
Clamp Boxall Payroll	£80.00	£16.00
Total	£1619.61	

Authorisation was proposed by Cllr Cherrie, seconded by Cllr Lowery, and agreed by unanimous vote. The Clerk informed Councillors that a payment of £60.00 had been made during December to the Sign Shop for a Christmas tree sign and authorised as per paragraph 7 of the financial regulations.

- b) **Bank balances** The Clerk advised the meeting that at the end of December the bank balances were:

Unity Trust Bank Current Account	£	106.96
Unity Trust Bank Instant Access	£	64,636.43
C&C savings account	£	85,170.84
Cash at Bank	£	£149,914.23

- c) **December 2024 Accounts and Quarterly Bank Reconciliation.** The December accounts and quarterly reconciliation were presented, agreed by Councillors, and signed by the Chair. The Chair confirmed that he had checked the Bank closing statements and they correlated with the RPC accounts exactly.

7) Major Projects

- a) **St Aubyns Cllr Evans** provided the following update:

- Brighton Permaculture Trust (BPT) had been in touch and were ready to move forward with planting of the fruit trees which they had scheduled for the 13th and 20th of February. BPT were to scan the planting site to check for any

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underground services prior to planting. They would provide a number of volunteers, but additional help would be welcome.

- The shelter trees were to be provided from BHCC stock, as discussed with the Tree Officer, and would be planted by City Parks.
- The involvement of the Tree Officer would enable RPC to reassure Fairfax that the revised planting scheme that was required by BHCC's planning team would be acceptable. **Cllr Nixon** said he would put Fairfax's architect in touch with Cllr Evans.

Action: **Cllr Nixon** to put Fairfax's architect in touch with Cllr Evans to support the development of the revised field planting scheme required by the planning department.

- **Cllr Nixon** said he was still awaiting confirmation that the remedial work identified for the Chapel had been completed
- **Cllr Snow** asked if anything was to be done about lighting on the Twitten that was wholly inadequate. **Cllr Nixon** said that the Parish Council had commissioned a lighting study to provide sufficient illumination without disturbing neighbouring properties. The study indicated the cost would be between £70,000 and £100,000 that the Parish Council would be unable to fund. However, the poor repair of the northern end of the Twitten was an issue that the Parish Council would be following with Fairfax and BHCC before they left the site.

8) **Planning.** In addition to the note circulated **Cllr Lawrence** gave the following update.

a) **Update on Planning decisions**

- BH2024/00969 95 Marine Drive Rottingdean Brighton BN2 7GE Demolition of existing building and erection of building with 9no flats (C3) with lower ground floor parking and associated works. RPC objected to this application to build a four storey block of flats at this location as it ignored key principles and objectives within the neighbourhood plan and would lead to an unacceptable loss of privacy and light for the residents of the two properties to the rear of the site. There had been six objections to this application in including an objection from Ward Cllr Fishleigh. The application was still to be decided
- BH2024/02499. Longhill School, Falmer Road Rottingdean Brighton BN2 7FR. Installation of a new full size synthetic 3G pitch with floodlighting and fencing to replace the existing natural grass area. The Parish Council had supported this application as discussed at the December meeting and were still dealing with letters from concerned residents including two freedom of information requests. The application was still to be decided.
- BH2024/02132 14 Nicholson Place Rottingdean Brighton BN2 7FT. Loft conversion with rooflights to front, side and rear. A revised drawing had been

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provided since the Parish Council had submitted an objection, with the two of the proposed Velux windows that would have caused the greatest privacy issues for neighbours being removed from the plan. The other issue that had prompted an objection was that Velux windows would make this property that was within the conservation area out of keeping with surrounding properties, but this not thought to be a strong enough reason to make representations to the planning committee on.

- **Cllr Nixon** asked what action was planned as a result of BHCC planning committee's decision to approve the application to build a dwelling at land at the rear of 15 Dean Court Road despite the Parish Council's view that this contravened parts of the Neighbourhood Plan (NP). **Cllr Lawrence** said that this had been problematic and that the Council would need to consider raising the issue with BHCC particularly as planning officers seemed to have a different interpretation of some NP policies. **Cllr Nixon** suggested a note should be sent to the Planning Committee chair and perhaps a meeting arranged with her and officers to clarify the matter and discuss how the importance of the NP for Rottingdean applications should be made clear to the committee in future.
- **Cllr Lowery** asked what follow up action was being taken to discuss alternative sites for a 5G mast in the Village following the decision to refuse the application to place a mast on the roof of St Margeret's Flats. **Cllr Lawrence** said some sites had been suggested to the provider but were deemed unsuitable and that she and Cllr Poole would consider how best to follow up the issue.

Action. Cllrs Lawrence and Poole to:

Draft a note to the Planning Committee Chair to request a meeting to develop a common understanding of the interpretation of the Neighbourhood Plan policies

And

Consider how to follow up potential sites for a 5G mast in the village with providers

- b) **City Plan for 2041.** **Cllr Nixon** said that the consultation was important for the Parish Council to respond to in particular to point out any inconsistencies with the Neighbourhood Plan. The Clerk referred to the paper circulated that had highlighted 11 of the 51 questions in the consultation document that seemed most relevant to the Parish Council. As the consultation ended on the 20th of January the Clerk suggested that Councillors provide any comments to him which he would consolidate into a draft Parish Council response in discussion with Cllrs Lawrence and Poole to be circulated for Councillors to agree prior to submission to BHCC.

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Date

Action: All Councillors to consider the City Plan 2041 consultation document and provide any comments on to the Clerk to prepare a draft Parsh Council response for agreement.

9) **Advisory Group Meeting Updates**

a) **Strategy and Communications**

- i) **10th of January Workshop.** Cllr Nixon said that the workshop had been organised for Friday when it would be important to establish the priority projects and activities for the Parish council for 2025/26 and beyond. The Clerk added that an agenda and paper had been circulated as pre reading for Councillors to prepare and that a key aim of the session was to establish a project budget for 2025/26 that would inform consideration of the precept for 2025/26 that would be discussed at the February Council meeting

- b) **Village and Community.** Cllr Lawrence said that the Christmas tree had been successfully erected and taken down with the new lights working well.

c) **Natural Environment. No update**

d) **Built Environment.**

- Cllr Cherrie said he was still struggling to find a contractor to speak to about the repair of the pond barrier but would pursue.
- Cllr Lowery said he continued to monitor the vacant buildings in the High Street and noted the opening of a new Café (Atlas) in the former Costa building and that High Tides had been closed but only temporarily for refurbishment.
- Cllr Lowery asked about the progress on the repair the Kipling Gardens damaged wall. Cllr Lawrence said she had been in touch with BHCC about this matter some time ago but had not been updated recently and would follow up the matter

Action: Cllr Lawrence to follow up the repair of Kipling Gardens wall with BHCC

The meeting closed at 20.40. The next meeting is on Monday the 3rd of February

Chris Hayes, Parish Clerk

January 2025

The minutes of the meeting will be available on the Parish Council website a few days after the meeting.



Signed

Date