

Minutes of the Bexhill Heritage Committee Meeting

Monday 21st May 2018

Attendees: Raymond Konyon, Emily Leach, Ly LSteve Johnson, Paul Wright, Alexis Markwick, Simon Allen.

David Beales attended as our Planning Consultant.

Apologies: None

Matters arising from the minutes of 23rd April

- SJ's check of raffle arrangements was pending.
- An invite to speak at the Spindlewood public meeting was awaited.
- EL reported that the DLWP would be unlikely to agree a partnership with Bexhill Heritage as such an arrangement might be seen to compromise its independence, she would, though, see Stuart Drew (DLWP) with a view to arranging a tour of the building for members.
- AM had contacted the Hanoverian Society with a view to a partnership. This would be discussed at the Society's next committee meeting.
- RK reported that a meeting with the Chair of Bexhill Museum had taken place and it had been agreed that BH could use the Museum for a monthly 'information point'. Other suggestions made by BH such as the display of a banner and joint membership would be referred to the Museum's Board. RK to follow his meeting up with a letter. It was agreed to go ahead with the 'information point' even if other proposals were refused at this stage.
- SJ reported that Declan Reed of Chalk Down Lime wished to defer his talk to the autumn when he was less busy with his business.

Statement by Paul Wright

Paul Wright updated the committee about a change to his personal circumstances.

It was agreed that Paul had a wealth of experience and local historical knowledge to bring to the committee, and so should continue to make that contribution while stepping down from his formal role as member representative. Paul would continue to contribute to the newsletter and to the group working on the Local List of heritage assets. It was further agreed that BH would not host heritage weekends in September 2018 as had been planned.

Strategic Plan

SJ reported that the key points of the strategic plan had been formally agreed by the trustees.

ACTION

SJ to circulate a template which could be used for the development of plans in the following areas:

Object 1

1. Establish a Local List of heritage assets
 - **EL would produce the plan for this priority.**
2. Research and evaluate existing local authority policies relevant to the charity's aims
 - **DB would download RDC's town centre strategy and send a copy to committee members with questions. EL and SJ would plan a workshop at which committee members would**

consider the plan with a view to entering a dialogue with RDC. The workshop would be held in September. Ian Hollidge would be invited to contribute his perspective.

3. Establish the Civic Pride Award
 - SJ would produce a plan for this priority.

Object 2

1. Establish a visible profile
 - Work was well underway but there was no forward strategy beyond the summer. RK / SJ / AM to meet to devise a draft marketing plan.
2. Conservation projects linked to regular media releases.
 - SA / SJ to devise a strategy beyond West Station Clock and the Memorial Bus Shelter.
3. Talks at schools / 'school ambassador'
 - It was agreed to re-visit this priority in the autumn with the new school term.

Object 3

1. Develop the BH planning team
 - It was agreed that RK / EL / AM / DB and Val Hunnisset should meet to review the current arrangements and formalise future strategy.
2. Continue to foster positive links with local authority elected representatives and officers
 - SJ to devise a plan for this priority.

Financial Forward Strategy

SJ circulated a financial strategy for the year. This set out a projected income of around £1500 for the financial year 2017 / 18 and included items of planned expenditure as well as a reserve of £362 (just over 25% of income). It was agreed to adopt the financial strategy.

Information point and recruitment stalls

RK further reported on his meeting with Bexhill Museum's Chairman (see matters arising above).

ACTION

- Sea-front pop up stalls would be trialled during good weather. RK / AM would circulate committee members so that others could join if available.
- RK would pursue holding a stall in Little Common.
- SJ would source a third banner including the words 'Join here today'.
- SA would lead on the Cycle Festival stall. AM would help to set up and bring the banners.
- SJ would produce leaflets for the Cycle Festival and pass to SA along with the risk assessment.
- RK would appeal for member support for the above.

Project updates

1. West Station Clock

SA reported that the work necessary for an 'official opening' on 16th June was almost complete.

ACTION

- SA to produce a draft report on the project (600 words approximately) for the BH website and for forwarding to RDC members. SJ to input financial information related to sponsorship

and expenditure. Focus to be on the 'sense of place' and 'civic pride' objectives of the project.

2. Memorial Bus Shelter

SJ reported on a positive meeting with RDC. RDC had been most impressed with Tony Lightly's detailed estimates of cost.

ACTION

- SJ to await RDC response and chase as necessary.

3. Hospital clock

SA reported that the contractors responsible for the most recent 'repairs' should be called back to fix what was probably an electronic problem. SA had offered to obtain a quotation to fix the downstairs clock.

ACTION

- SA to follow this up as appropriate.

Planning reports

1. Egerton Road, hotel

This application had been turned down by RDC. BH had objected to the plan.

2. Victoria Hall

SJ had followed this up with RDC. Action was continuing with the developer. SJ had alerted the freeholder whose response had been unsatisfactory.

ACTION

- SJ to 'watch' and follow up with freeholder.

3. Cemetery Lodge

SJ reported that a steering group had been set up to initiate 'affordable housing' schemes across Rother. The convenor would be in touch once the group had established its modus operandi and was ready to consider the Cemetery Lodge site. BH's involvement was likely to be in the autumn.

ACTION

- SJ to alert the committee once a BH representative is requested by the steering group.

4. East Parade

RK reported that there had been support at member level for the idea of a more 'adventurous' scheme for the replacement angling club building.

ACTION

- RK to follow up as appropriate.

5. Over-development of land close to the Denbeigh Public House

AM would visit the owner of the adjacent listed building to find out their perspective on the plans.

6. Replacement windows – Town Centre Conservation Area

DB had already recommended an objection. It was agreed that an objection should be made.

ACTION

- DB to re-send email to committee.
- RK or SJ to write objection.

West Station Clock opening arrangements

SJ circulated a plan for the day. This was amended as a result of discussion.

ACTION

- SJ to circulate an amended plan as soon as possible.

Members' Meeting

RK had booked the Quakers' Meeting Hall for the meeting on 4th June. SA and AM would speak.

Consultant Architect

DB and SJ had met Fred Courtney Bennett who had agreed to become the BH consultant architect for a fee of £75 per hour. The committee agreed that this was high but that Fred Courtney Bennett should be engaged if necessary.

ACTION

- SJ to explore alternatives.

AOB

1. Committee member profiles on the website

ACTION

- RK to contact committee members for the necessary information.

2. Document on East Parade

EL had circulated a document ultimately intended to inform RDC members' thinking.

ACTION

- Committee members to respond to EL on the draft document.

3. Project updates

In his capacity as Projects' Co-ordinator, AM agreed to create a document to show 'where we were' with projects. SJ suggested that this would be useful and could link into the forward plan (see item on Strategic Plan above).

It was agreed that the AGM had gone well. The meeting was well attended and achieved its objectives. RK felt that the Chair's report may have benefitted from being shorter.

ACTION

- A more accessible venue to be used next time
- SJ to check raffle licence arrangements

Strategic planning

The committee agreed priorities for 2018/19 in accordance with the charity's objects.

These were agreed as follows:

Object 1

To promote for the benefit of the public the conservation, protection and improvement of the built environment by promoting high standards of architecture, environmental design and town planning in Bexhill and particularly within the *Bexhill Town Centre Conservation Area*.

Priorities

1. Establish a Local List of heritage assets
2. Research and evaluate existing local authority policies relevant to the charity's aims
3. Establish the Civic Pride Award

Object 2

To advance the education of the public in the conservation, protection and improvement of the built environment by engaging Bexhill's residents and visitors in activities that stimulate an interest in and appreciation of the town's built architectural heritage.

Priorities

1. Establish a highly visible profile within the community through: social media, walks, talks and stalls at local events, and through both a monthly 'information point' in a key location and through 'pop ups' in other places such as Little Common's shopping area, Bexhill Farmers' Market and the seafront.
2. Conservation projects linked to regular media releases.
3. Talks at schools – role of 'school ambassador'

Object 3

To inform, advise and support public authorities, architects, property developers, construction companies and property owners in the conservation, repair and development of Bexhill's heritage buildings and public open spaces.

Priorities

1. Develop the charity's planning team and find a conservation architect consultant
2. Continue to foster positive links with local authority elected representatives and officers
3. Civic Pride Award and 'talks' – see Objects 1 and 2 above

Finance and Governance

SJ distributed the latest financial report showing a healthy balance in the account and a promising level of sponsorship for the WSC project. AM pointed out a discrepancy between the number of sponsorship donations in the 2018/19 accounts and on the website.

There were no governance matters to report.

ACTION

SJ to investigate discrepancy and resolve

Planning matters

Spindlewood. Objection sent to RDC. SJ to speak at public meeting.

Cemetery Lodge. SJ awaiting invitation to participate in group to consider options for the site.

Victoria Hall. SJ to request update from RDC. David Beales mentioned additional non-compliance issues.

Projects

WSC. SA reported that the clock mechanism would be reinstalled this week. It would be his aim to make the necessary adjustments to ensure good time-keeping for Sussex Day.

Memorial Shelter. RDC keen to make progress on this. Awaiting Tony Lightly's costings.

Partners

SJ reported on a productive meeting with Declan Reed of Chalk Down Lime – suppliers of traditional building products. Declan willing to talk to members. SJ to invite to June meeting.

SJ reported that he would be meeting with a prospective consultant architect this week.

EL to be asked to explore 'partnership' with DLWP.

AM to explore partnership with the Hanoverian Society