

Minutes of meeting Monday 4th December

Attendees

Raymond Konyn (Chair) Steve Johnson (membership & treasurer) Emily Leach (trustee)
Paul Wright, Doug Oliver, Alexis Marwick, Val Hunnisett, Simon S. Allen, Iain Hollidge, Nick Hollington.

1. Apologies

Geoff Howard, Paul Lendon, Diane Smith, Margaret Garcia, Sandy Melvin, Richard Sage
Gillian Murton

2. **A declaration of interests** has been signed by all three trustees and is available for inspection if required.

3. **Minutes** of the meeting on 6 November 2017 were approved with a change to item 7 para. 4 to reduce.

4. **Governance Report**

1. *Membership*; Now have more than 20 paid up members. 50% from the website, 50% from paper applications generated by public talks.
2. *Financial statement*; £440.00 received including an RVA start up grant. £102.93 owed to RH and £27.29 owed to SJ for previously incurred expenses. Leaving a current balance of £296
3. *Insurance*; £190. Is owed for public liability insurance, other expenses will be incurred for the website and monthly fee for the phone line. ACTION; a reserves policy regarding budget and finances to be prepared.
4. *Policies*; to be prepared;
 - Health and Safety Policy
 - Risk assessment form to be created
 - Child Protection Policy to cover vulnerable adults, RVA will provide a DBS service.
 - Public Realm voluntary agreement.

5. **Progress on the Development Plan since last meeting;**

S J reported that 80% of the items on the plan had been achieved.

ACTION he will update and circulate

1. *RVA Fair* SJ had presented and this led to the start-up grant. *Town Forum* RK had presented leading to more members signing up.
2. *Meeting with RDC planning and conservation officers*. RK reported what he considered to be a reasonably positive response. He had submitted 12 points for discussion of which 2 were dealt with. Main points to note
 - No assets register of buildings of historic interest outside (and inside?) the Bexhill conservation area exits.

- A new dedicated conservation officer for the district has been appointed.
3. *West Station Clock*; Simon Green has asked Gillett and Johnson – the company who made the clock and who are still in existence – to provide a written report and quote for the renovation, which they will provide free of charge. RDC own the building. Their Public Realm framework requires that insurance and a risk assessment be carried out.

If the work is commissioned an account holder will need to be identified. This could be RDC.

NOTE when restored the clock will require winding every seven days therefore there will be an ongoing need for maintenance.

ACTION; IH will work with SJ and SG to move the process forward.

6. Raising our profile and increasing membership;

1. *Spring Strategy* SJ presented a written proposal which focused on society promotion and membership.
 - a. ACTION ; SJ, RK and AM would concentrate on promoting the society and encouraging new members to sign up through social media activity, print media and attending and presenting at meetings.
 - b. AM and PW will work on publicising the launch event of the 24 March at St Barnabas Church when Daryl Holter will speak.
2. *Website and social media.*
 - a. There is now a direct link from the BH website to planning applications on the RDC site.
 - b. Now possible to provide the trustees with weekly updates from the website.
 - c. A section on partners has now been included and Bexhill Environment Group can also now be included.
3. *Newsletter*
 - a. ACTION a potboiler email will be sent out to members for Christmas.
 - b. P W will produce a newsletter for 3 months' time
4. *Talks* The first talk of the society will be on the 24 March given by Daryl Holter the Heritage Crime officer. Ideas for other talks invited.

7. Future Projects were discussed;

1. *Heritage Open Days.* PW reported that he had registered with the Heritage Open Day website and would therefore be receiving all back up support material and events would be publicised through the HOD national network. It now takes place over two weekends, this year – 6th to the 8th and 13th 14th September 2018 The theme will be Extraordinary Women.
2. *Blue Plaques* English Heritage runs the scheme. The commemoration does not have to be for a person but can be a place or building of note. Obtaining a Blue Plaque can be a demanding and expensive process. The main contender at present seems to be Max Faulkner a celebrated golfer however a commemorative plaque which was removed from the Metrople lawns is to be reinstated at Galley Hill, by RDC.

3. *George Gray commemoration Bus Shelter* on the corner of Penlandwood Road and De La Warr Road – requires restoration.
4. There is a *floral clock* below the flower bed in front of Marina. SG wil investigate whether it is still or potentially operational.

8. Committee Opportunities

Currently require;

- An events coordinator
- To consider succession planning for role of Chair.
- The AGM wil held in May when a committee will be elected, however until that time a shadow committee should be agreed in order to take things forward and be prepared to be nominated.

VH agreed to monitor planning applications and inform the committee of anything of interest

9. There was no Other Business.

Date of next meeting Wednesday 3 January 2018, 7pm Traffes Bar.