

Bexhill Heritage

Minutes of Meeting 5th March 2018

Attendees

Raymond Konyn, (Chair) Stephen Johnson, Alexis Markwick, Tony Lightly, Carol Thomas, Michael French, Nick Hollington, Paul Wright, Rachel Hills, Sandy Melvin, Simon Allen, Peter Cole, Stephen Attfield

1. Apologies

Emily Leach, Angela Hart, Barry Welch, David Beales, Dorothy Smith, Doug Oliver, Drusilla Tramaseur, Ian Hollidge, Janet Marner, Madeleine Gilbert, Margaret Garcia, Paul Lendon, Terry Byrne, Tony Teehan, Steve Samuelson, Julia Penfold

2. Declaration of interests

No interests were declared.

3. Approval of minutes for the January meeting

These were approved with the addition of apologies for Tony Lightly.

4. Revised structure for Bexhill Heritage

On behalf of the trustees, SJ presented a revised structure for the charity. He outlined the different but complementary roles of the membership, the trustees and of the committee. It was agreed that a committee would be necessary to sustain the charity through the coming year and would enable more members to take an active role in the charity's day to day work. SJ explained the trustees' role to safeguard the 'objects' of the charity, set its strategic direction and evaluate the committee's effectiveness. He explained that, ideally trustees should have a degree of independence from the committee but it was accepted that there would need to be some blurring of this boundary until membership expanded and more people came forward to fill the available posts.

It was agreed that committee meetings should occur monthly and that the trustees should meet four times each year.

It was agreed that members' meetings should engage members in learning more about the town's heritage and offer an opportunity to debate issues or consider proposals. This process would be facilitated by the vice-chair and committee members.

A vote was taken to decide the frequency of members' meetings. The outcome was as follows:

12 meetings annually	1 vote
6 meetings annually	7 votes
4 meetings annually	3 votes

ACTION

- **SJ to arrange for a revised proposal to be circulated in advance of the AGM for final discussion and approval at that meeting.**

5. Committee places

On behalf of the trustees, SJ presented a summary of the new committee's roles. It was agreed that a further role should be created as 'member representative'. This role would more easily enable members' opinions to be surveyed and their voices to be heard.

There was a short discussion of the quorum required for the committee to make a decision. SJ suggested that this would be a matter for the AGM, with appropriate reference to the constitution, once the size of the committee had been determined.

SJ explained that the revised committee roles would be brought to the attention of all members. Members would be invited to contact the Chairperson if they were interested in a particular role and this could trigger a more detailed discussion about the role and its associated responsibilities. The Chairperson could then nominate. This process was intended to make it easier for people to come forward but it did not preclude nominations from members without reference to the Chairperson.

ACTION

SJ to revise the role descriptions, arrange for members to be informed and call for Nominations in consultation with the Chairperson.

6. Governance Report

Total membership stands at 66.

There is an anticipated balance of £477.87 to the end of the financial year (March 30) but there may be additional costs connected with the restoration of the West Station Clock. Paypal had now corrected their systems to recognise Bexhill Heritage as a charity. Levels of commission had been reduced accordingly and £5 in overpaid fees had been refunded. Tony Teehan's generous donation of £61, to fund the charity's membership of the Victorian Society for one year, had been processed and membership had been obtained

SJ reported that trustees had approved a data protection policy for the charity. This would be placed on the website and members would be invited to comment or suggest amendments as necessary.

ACTION

- SJ to arrange for the data protection policy to be placed on the website for members to comment or suggest amendments as necessary.

7. Proposed Hastings to Beachy Head Marine Conservation Zone

ACTION

- RK to write letters of support to the government minister and local MP on behalf of Bexhill Heritage.
- RK to copy the letters to members so that additional organisational responses may be written.

8. Strategy for listing assets of heritage value

RK reported that RDC's Conservation Officer was content to let Bexhill Heritage develop a 'Local List' of heritage assets. AM explained that a start would be made on London Road in

view of RDC's forthcoming 'Gateway' initiative. This would be followed by identification of heritage assets within the 'new town' conservation area. AM reported that he had already compiled a draft list of assets to use as a starting point. Guidance on the process was available from Historic England and EL was researching examples of good practice in other local areas. It is likely that a proposal from Bexhill Heritage to extend the conservation area will emerge from the process of compiling a 'Local List'.

A steering group (EL, AM, PW and TL) had been formed and would meet on 16th March. RK had invited other members to express an interest in joining a 'Local List' working party and several had done so.

ACTION

- EL to continue to research examples of good practice.
- Steering group to meet on 16th March in order to agree a strategy and format for the list.
- Working party volunteers to be contacted with details.

9. Project updates

East Parade shelters

RDC had invited tenders from architects and surveyors to manage the work. A grant application was pending. It was thought likely that BH would support this application.

ACTION

- RK to monitor

West Station Clock

Stephen Attfield introduced himself as an engineer familiar with this type of clock. He suggested that the clock may require maintenance from the outside of the tower in order to ensure that the hands work as intended. A 'cherry picker' might be needed for such work. Simon Allen (SA) reported that the mechanism had now been removed to his workshop and renovation was underway. Further work was required to replace parts connected through the clock faces to the hands. SJ reported briefly on a scheme for public sponsorship of the work. An official re-start of the clock was planned for Sussex Day, June 16th, at 3pm. Arrangements were being made to make this a high-profile event involving the leaseholders of both the antique emporium and café.

ACTION

- SA to consult Stephen Attfield as appropriate.
- SJ to launch funding appeal, investigate appropriate grant opportunities and continue to liaise with the leaseholders and RDC.
- SJ to liaise with photography group for people with mental health issues in order to celebrate the past and present of West Station
- RK to check Wickham Bistro as a place where the public could arrange clock sponsorship.

Heritage Open Day

PW reported that 15th March was the date to register an interest for organising such an event. Training and support would be available thereafter.

ACTION

- PW to register an interest and report back on the training and support arrangements.

Public Realm issues

RK explained that Bexhill Heritage should beware of expanding its remit to take responsibility for public realm issues when Roy Watts of Bexhill Alliance was already tackling many such issues. Roy Watts was in regular and detailed contact with RK.

ACTION

- RK to monitor.

Memorial Bus Shelter

SJ reported that RDC were keen for Bexhill Heritage to make proposals for the shelter's restoration and that matched funding might be available for an appropriate project.

ACTION

- PW and SJ to visit the shelter and report back to recommend an appropriate course of action.

Civic Pride Award

ACTION

- SJ to continue with his attempts to secure appropriate sponsorship for a 2018 award.

10. Planning updates and applications

A. Egerton Road -revised hotel application

A decision had been delayed in view of representations from Wealden District Council concerning the possible environmental impact on Ashdown Forest.

B. Ellerslie Road – Moleyns Mead

The developers had revised their plans to take account of Bexhill Heritage's representations concerning the need for an appropriate 'setting' for the heritage asset on this site. A decision on the revised plans is awaited.

C. Cemetery Lodge;

The appropriate RDC planning officer had been contacted and Bexhill Heritage will be consulted over the development of the site prior to a planning application being made. SJ had also written to all RDC cabinet members and had received a positive response from several so far. Bexhill Heritage members' previous decision was re-stated - that it is desirable to do everything possible to retain the Edwardian Lodge as part of any housing scheme.

D. Victoria Hall

SJ had written to the leaseholder asking him to clarify how far he proposed to meet the planning conditions specified by RDC. (RDC had also contacted him over this matter.) Additionally, SJ had asked whether or not the leaseholder intended to follow the advice provided by RK over a suitable render for the sandstone roundel surround. A reply had not been received and this will be followed up.

E. St Andrew's Church

Bexhill Heritage had supported the latest application to convert the church to eleven flats while retaining its external features. All objections to the application involved concern about pressure on parking. Decision awaited.

F. Other applications

VH reported that no further relevant planning applications had been made.

ACTION

- RK to monitor progress and outcomes with respect to A, B and E above.
- SJ to join the consultation process with respect to C above.
- SJ to follow up D above.
- VH to continue monitoring applications.

11. Raising our profile and increasing membership

A. Museum liaison

Recent developments had been promising. There had been agreement that Bexhill Heritage and Bexhill Museum could describe themselves as 'associates'. It had been agreed that there should be a meeting between both sets of trustees to build trust. It was hoped that the 'Local List' project might provide an appropriate context for some practical collaboration.

ACTION

- RK to arrange date for trustees' joint meeting.

B. Representation at local events

It was agreed that Bexhill Heritage should be represented at forthcoming local events as below. Co-ordination of the events should fall to an 'events' co-ordinator following the AGM. Otherwise RK would arrange appropriate co-ordination.

DATE:	EVENT:	PLACE:	TIME:	COST:	GAZEBO	PHOTOGRAPHIC DISPLAY BOARD THEME:
Every Friday	Information Centre	St Barnabas Church	12pm - 2pm	Nil	No gazebo required	Static display board
Sun 10 June 2018	Bexhill Cycle Festival	DLWP (Jubilee) Lawns	10am - 5pm	Nil	Yes. (BH gazebo required)	History of the bicycle in Bexhill
Sat 16 June 2018	Sussex Day Clock Walk & Clock Re-start Ceremony + Sussex Cream Tea Party	West Station	3pm - 5pm	Possibly. (Some complimentary teas mayor / convoy chauffeurs etc?)	No gazebo required	Clocks in Bexhill
Sat 21 July 2018	Great Gatsby	DLWP (Jubilee) Lawns?	10am - 5pm	£20.00	Yes (BH gazebo required)	Bexhill 1920's
Sun 22 July 2018	Great Gatsby	DLWP (Jubilee) Lawns?	10am - 5pm	£20.00	Yes (BH gazebo required)	Bexhill 1920's
Mon 27 Aug 2018	Bexhill 100 Classic & Custom Car Show	Polegrove	10am - 5pm	£10.00	Yes (BH gazebo required)	History of motoring in Bexhill
Sat 1 / Sun 2 Sep 2018	Festival of the Sea	Centre of arena charity section (DLWP (Jubilee) Lawns	10am - 5pm	TBA	Yes (can use the BW & CCG gazebo)	History of angling / sea in Bexhill

It was further agreed that prints based on a painting by TL would be sold for £2 each with Bexhill Heritage retaining £1 from each sale.

ACTION

- RK to email members to source a lightweight gazebo.

C. Media

The latest newsletter had been well-received. Members agreed to distribute posters and flyers for the public meeting with Daryl Holter on 24th March for which a press release was also being prepared by SJ/AM. A new trifold information / membership leaflet was also in an advanced state of preparation by AM/SJ.

ACTION

- Members to place posters for the public meeting on 24th March.
- SJ to release press statement during w/b 12th March.
- AM to finalise trifold leaflet and pass to SJ for printing.

D. Public Meeting, St Barnabas Church, 24th March

CT and SM kindly agreed to arrange refreshments.

ACTION

- SJ to provide ‘float’ and obtain donation buckets.
- SM to obtain appropriate ‘supplies’ – drinks and cakes. (SJ to refund.)

E. Social Event

It was agreed that a quiz night with a heritage theme should go ahead at Traffers in September. A £5 charge + raffle with some ‘nibbles’ provided was thought to be realistic.

ACTION

- New committee to consider further.
- RK to appeal for helpers at AGM.

12. AOB

SA described a crowd sourcing idea using the rail workers’ signatures inside West Station Clock. Images of the signatures could be featured on the website and otherwise for people to identify.

13. Date of next meeting

AGM WEDNESDAY, 11th April , 7 pm, Traffers Bar

These minutes form a true and accurate record of the meeting of Bexhill Heritage on 5TH March, 2018.

Signed

Raymond Konyon, Chairman

