Round Hill Society Committee Meeting Minutes

Date: Tuesday, September 1, 2026, 8:00 PM
Location: Emmanuel's house (32 Crescent Road)
Chair: Robyn Summers-Emler (Interim Chair)
Attendees: Christopher Paul, Dominic Furlong, Emmanuel Valentine, Gary Jenkins
Apologies: Stefania Rosso
Invited Guest: PCSO Jessica Chapman (Sussex Police)

1. Welcome, Apologies, and Introductions

- **Chair:** Robyn Summers-Emler
- **Attendees:** Christopher Paul, Dominic Furlong, Emmanuel Valentine, Gary Jenkins, Jessica Chapman (Sussex Police)
- **Apologies:** Stefania Rosso
- **Invited Guest:** PCSO Jessica Chapman (Sussex Police)

2. Review of Minutes of the Previous Meeting (July 14, 2026)

- The minutes of the July 14 meeting were reviewed and approved by the committee.
- **Action Updates from the Last Meeting:**
    - **Gary Jenkins:** Sent the current bank balance and transaction updates on July 20. *(Completed)*
    - **Dominic Furlong:**
        - Transferred £35 from Chris and Tim (Open Gardens proceeds) to the bank account. *(Completed)*
        - Approached Dee and Howie at the Round Hill Pub. *(Update: Unfortunately, this has not worked out with the landlord).*
        - Investigated public liability insurance options and shared the report on July 17. *(Completed)*

- **Robyn Summers-Emler:** Printed the Street Play flyers; the event was successfully completed on August 30. *(Completed)*
- **Emmanuel Valentine:**
  - Audit Reporter delivery coverage and check with deliverers. *(Ongoing)*
  - Contact Bruce (Bike for Life) regarding the 100th edition editorial and advertising. *(Ongoing)*
  - Email RHS_friends and post on Facebook about the next newsletter edition. *(Ongoing)*
- **Julia Valentine:** Contact Jo about Reporter delivery pack findings. *(Ongoing, handed over to Emmanuel)*
- **Christopher Paul:** Ask a handyman to fix the noticeboard near Red White Rose. *(Ongoing - still searching for a handyman).*

3. Update from PCSO Jessica Chapman (Jess)

- **Cat's Creep Security Issues:** The committee discussed issues regarding open drug use, reporting mechanisms, and police patrols at Cat's Creep. Reference was made to the Sussex Police correspondence. The hope is that increased police presence can reduce these issues. (Council has declined additional lighting partly due to the potential impact on local wildlife (toads and frogs))
- **Prince's Crescent Concerns:**
  - A suspect male has been reported on Prince's Crescent. The police are monitoring this situation with a lot of focus following multiple reports of him acting in a suspicious way, e.g. looking into windows and loitering in unlit spaces. They have a clear description of the character in question.

- **Speeding issues on the Princes Crescent corner:** Jess agreed to look into speed mitigation solutions around Princes Crescent, such as deploying a Speed Indicator Device (SID) machine. The collected data could then be used to lobby the council.
- **Community Action:** The committee discussed encouraging residents (through Facebook group and email lists) to file reports on the above issues when observed.
- **Action:** Dominic to follow up on the council request to reassess the speeding hotspot here.

4. Treasurer's & Finance Report

- **Bank Account Status:**
    - Review of bank balance figures provided by Gary on July 20 in the RHS Account Update thread:
        - **Total Bank Balance:** £22,558.71
        - **Greening Projects (Earmarked):** £20,284.61
        - **Unallocated Funds:** £2,274.10
- **Cooperative Bank Transition:** The committee is moving forward with switching to the Cooperative Bank to benefit from free account management (saving £4/month).
    - **Action:** Gary to initiate forms and documentation and coordinate with Dominic to add him as a signatory.
    - ***Note****: Metro Bank was also noted as a potential free alternative to Lloyds, providing an additional option for the committee to consider*
- **Invoicing:** Address details need to be sent to Bruce from Bike for Life for his invoice *(already completed after the session)* and invoice to be processed

5. Greening & Pocket Park

- **National Lottery Community Fund:**
    - Waiting on below point before accounting the £19,989 grant awarded for "Round Hill Community Green Spaces and Pocket Park" (Ref: 20354569). Details are available in the National Lottery Application details.
    - **Better Brighton & Hove Fund:** Still waiting for confirmation. The application has been chased up with Raffael, who contacted officers, but no response has been received yet.
- **South & South East In Bloom:** Results for the "Eat Your Neighbourhood" category are due in September. Dominic and Jane P will attend the prize awarding ceremony this month.
- **Public Liability Insurance:** The committee reviewed Dominic's recommendations shared in the Public Liability Insurance thread. The cost is £150/year, which we agreed could be funded from the greening budget.
    - Action: Dominic is looking into specific options for cover, which he will share with the committee members to review.

6. Events

- **August 30 Street Play Event Review:** The event was a success! The community bar was popular and well-received, and live music was fantastic. Robyn has noted some practical things to improve future events, e.g. bags for bins and recycling
- **Upcoming Event (November 1):** Ideas for the next event include pumpkin-carving and chalk-drawing competitions as well as a doughnut game. Gary suggested more competitions and engagement-boosting ideas.
- **Actions:**
    - Robyn to apply for the street closure and Temporary Event Notice (TEN) by mid-September. Promotion and flyering will begin in early October.
    - Robyn and Dominic to compile financials and share photos of the August 30 event.
    - Outreach: Robyn to ask wider society what they would like to see at future events via the Reporter or at the AGM.

7. Round Hill Reporter

- **Emmanuel confirmed early October print date**
- **Actions:**
    - Robyn and Emmanuel to locate Bruce's feature article and respond to him.
    - Robyn to submit Street Play articles for October edition.
    - Emmanuel to follow up on advertising requests, including from Elaine Gibbons (College of Classical Massage) from the Advertising correspondence.
    - Emmanuel to get in touch with Maslen RE printing
    - Emmanuel to add the AGM notice to the Reporter lineup (Robyn to provide rough agenda) and email RHS_friends / Society Members about the next newsletter edition.
    - Emmanuel to continue monitoring delivery coverage and check in with Jo regarding delivery pack findings.

8. E-Bike Docking Station Proposal near Richmond House

- **Richmond House E-Bike Dock:** Review of David Garrett's (Change Grow Live) proposal for an e-bike dock outside Richmond House, from the Beryl Bike Dock thread.
    - **Action:** Confirm if they have the explicit permission of Matsim (building owners who lease to CGL and previously blocked a defibrillator installation) to ensure this is not a blocker before going ahead.
- **Defibrillator:** Dominic proposed negotiating with Matsim to install a community defibrillator at Richmond House, leveraging CGL's current review of its community commitments. This should be readdressed in the communications above.

9. Neighbourhood Maintenance & Repairs

- **Abandoned Bikes:** Christopher Paul received a response from Bella Sankey after raising the issue, but will continue to press for a response on one particular bike that is yet to be ticketed after multiple flags to the Council (especially after seeing it raised as an issue in a Green Party flyer recently!)
    - Actions: Chris to re-contact Bella Sankey RE un-ticketed abandoned bike
- **Noticeboard Repairs:** Chris continues to look for a handyperson to repair the noticeboard near the off-license on Ditchling Road.
    - **Action:** If a handyperson cannot be found, Emmanuel can help Chris remove the glass if needed so it can be taken for replacement (at Shaws at Centenary Industrial Estate?)

10. AGM Planning

- **Date & Venue:** The AGM is scheduled for Wednesday, November 11, 2026, from 7:00 PM to 9:00 PM.
- **Venue Booking:** Robyn to contact David Garrett to book the Change Grow Live venue.
- **Committee Roles:** Robyn is serving as interim Chair. All roles are open for voting at the AGM.
- **Actions:**
    - Robyn to draft the agenda slides, following last year's format.

    - Robyn to book CGL venue
    - Robyn to invite Raffael and Pete West
    - Christopher Paul to invite local PCSOs to the AGM.
    - Robyn (and other committee members) to plan comms and reminders at 1 month, 2 weeks, 1 week, the day before, and the day of) to wider society.

11. Any Other Business (AOB)

- **Unsafe Pavements and Walkways:** Discussion of a complaint letter by Annabel Dunstan to Brighton & Hove Council regarding overgrown vegetation, uneven footways, drainage/flooding, and litter. The letter was posted in the Round Hill Facebook group on August 28 (Facebook post).
    - **Action:** Dominic to write to Councillor Raffael about actions for Roundhill Crescent specifically.
- **Round Hill Pub:** Note that collaboration with the pub has not worked out with the new owners, which will be kept in mind for future event planning.
- **Pocket Park Bus Stop Works:** The rumored crack in the Pocket Park from nearby bus stop works was inspected and confirmed to be fully intact.
    - **Action:** Dominic to contact UK Power Networks to ensure they protect the Pocket Park during ongoing bus stop works.

12. Date and Location of Next Meeting

- **Next Meeting:** Tuesday, October 6, 2026, at 8:00 PM.
- **Location:** Emmanuel's house (32 Crescent Road).

Summary of New Action Items

Owner	Action Item	Section	Status
Dominic Furlong	Follow up on council request to reassess speeding hotspot on Princes Crescent	3	New

Owner	Action Item	Section	Status
Gary Jenkins	Initiate Cooperative Bank switch paperwork and coordinate with Dominic	4	New
Dominic Furlong	Coordinate with Gary as new bank account signatory	4	New
Robyn Summers-Emler	Apply for street closure and Temporary Event Notice (TEN) for Nov 1 event by mid-Sept	6	New
Robyn & Dominic	Compile financials and share photos from the August 30 Street Play event	6	New
Robyn & Emmanuel	Find Bruce's (Bike for Life) article and respond to him	7	In prog
Robyn Summers-Emler	Submit Street Play articles for the Round Hill Reporter	7	New
Emmanuel Valentine	Add AGM notice to the Reporter and email RHS_friends / Society Members	7	New
Robyn Summers-Emler	Contact David Garrett / Change Grow Live to book the venue for the AGM	10	In Prog
Robyn Summers-Emler	Prepare AGM agenda slides	10	New
Christopher Paul	Invite local PCSOs to attend the AGM	10	New

Owner	Action Item	Section	Status
Christopher Paul	Continue searching for a handyman to repair the noticeboard	9	New
Emmanuel Valentine	Assist Chris with glass removal from the noticeboard if needed	9	New
Dominic Furlong	Write to Raffael regarding pavement maintenance on Roundhill Crescent	11	New
Dominic Furlong	Contact UK Power Networks regarding pocket park protection	11	New

Robyn Summer…	Respond to Change Grow Live (CGL) regarding the e-bike dock proposal	8	In prog