

RHS Committee Meeting Minutes

Date: May 05, 2026

Time: 08:00 PM

Location: Julia's house

Attendees: Julia Valentine, Dominic Furlong, Gary Jenkins, Robyn Summers-Emler, Chris Paul

Apologies: Emmanuel Valentine, Stefania Rosso

1. Approval of Previous Minutes

- Review and approve minutes from the Apr 07, 2026, committee meeting.
- **Action Tracking from Apr 07:**
 - **Stefania:** Tidy up AGM minutes and confirm for website upload by Ted.
 - **Robyn:** Confirm receipt of window box keys from Chris.
 - Chris has cleaned window boxes and put up street play posters
 - **Julia:** Confirm if volunteers spreadsheet for street play was sent to Robyn.
 - Robyn has contacted volunteers but so far no availability - will contact RHS Friends

2. Road Safety & Public Liaison (Chris's Points)

- **Noticeboards:** Discuss the future of the physical noticeboards.
 - Need a new perspex front for the one near Red White Rose
- **Abandoned Bicycle:** Update on the Scott-Kokomo bicycle lodged in the planter next to the upper pocket park; Chris is awaiting a response from the Highways department.
 - Raphael responded to say Highways is the right dept - they have agreed to follow up
- **Road Safety Assessments:** Status of request Upper Lewes Road
 - No word - Chris to follow up
- **Slow Down Signs:** Discussion regarding the missing "slow down" sign in Prince's Crescent towards Ditchling Road.
 - We need to order more - they're £30 each
 - Dominic to give Chris the details for slow down printers + artwork
 - Chris to order 5 more, get the hole punch from Rob and get cable ties

3. Events (Robyn's Points)

- **Street Play end of May:**
 - Getting more volunteers via RHS Friends
 - Posting once a week on Facebook
 - Give council a call about the road closure as they haven't confirmed

- Julia to find bunting
 - Look for it in the shed and ask Emmanuel
- Robyn to order official card reader - SumUp
- Robyn to put up signage the weekend before
- Julia to bring along folding table and buckets for bubbles on the day

4. Treasury (Gary)

- We have around £2K so we can afford slow down signs

5. Special Projects & Greening (Dominic's Points)

- **Brighton & Hove Community Garden Network Month Launch:**
 - Scheduled for May 23, 2-4PM, at the Round Hill Community Pocket Park.
 - Mayor, Sian Berry, social media for mainstream media attending
 - Gardening expert Jean Griffin (judge for SE in Bloom) attending
 - Green Room doing catering
- **Better Brighton & Hove Fund:**
 - Voting for the proposal closes today, May 05.
 - Biggest "competition" is Florence Road's tree planting request.
- **National Lottery Community Fund:** open - Dominic to apply.
- **Spring Clean-up:** Review of the event held on Apr 28.
 - Ten from Good Gym, five from Round Hill
 - Cleaned cat's creep, by CGL

6. Reporter

- **100th Round Hill Reporter:** Discuss special celebrations, including the proposal for a colour insert featuring photos from the Spring Social, Garden Month launch, and Open Gardens.
 - Interviews with Ted, Rob, Jane - how things have changed?
 - Reprint one of the first articles?

7. Administrative & AOB

- **Communal Storage:** Discussion on finding space for large RHS items, such as the communal urn.
 - Dominic can take the gazebo.
 - **Chair Succession:** Discussion regarding Julia's upcoming maternity leave starting in September.
 - Need to appoint at least a temporary chair for the committee in her absence.
 - Temporary chair will require a handover session with Julia.
 - **RHS Historic Records:** Final update on the suggestion to submit records to "The Keep" for archiving.
 - Julia to look into emails from Rob Stephenson
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Action Items

- **Chris:** Order five slow down signs from Lollipop (£150)
 - Install slow down signs using cable ties
 - **Chris:** Follow up on road safety assessment request for Upper Lewes Rd
 - **Robyn:** Call council about street play permit status, install road closure signs weekend of 23/24 May, source card reader, continue volunteer recruitment + Facebook posts
 - **Dominic:** Pass on the ice cream van driver's details to Robyn + fire station contact details
 - **Dominic:** Find a time to pick up gazebo from Julia
 - **Julia:** Look for bunting
 - **Julia:** Check emails for Rob Stephenson email re: The Keep
 - **Julia:** Begin planning Committee Chair "mat leave"
 - **Julia:** Add to next meeting's agenda: procuring a new window box for Red White Rose space and ask Emmanuel if he'll fit it
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Next Meeting

Date: 7th July, 8pm

Location: Julia's House