

DRAFT SUBJECT TO APPROVAL OF MAIN COUNCIL ON 5th JUNE 2018.

**MINUTES OF THE MEETING OF THE
ALLOTMENTS & OPEN SPACES COMMITTEE
HELD AT FELPHAM COMMUNITY HALL FELPHAM
14th MAY 2018**

PRESENT: Councillors: P English, G Grundy, Mrs J Wild, Mrs G Moss & D Smart.

Councillor G Matthews was also in attendance in the public gallery.

Val Parfoot – FAGS representative and Chairman.

Glenn Powell – FVCS & St Michael's Allotment Site representative.

A 1. APOLOGIES FOR ABSENCE:

Apologies had been received from Councillors D Chuter and Ms L Jones.

A 2. ABSENCE WITHOUT APOLOGIES:

There were no absences without apology.

A 3. ELECTION OF CHAIRMAN:

Councillor P English was nominated by Councillor D Smart, this was seconded by Councillor Mrs J Wild. There were no other nominations received.

On a unanimous vote Councillor P English was duly elected as the Chairman of this Committee for municipal year 2018/19.

A 4. ELECTION OF VICE-CHAIRMAN:

Councillor Mrs J Wild was nominated by Councillor P English, this was seconded by Councillor Mrs G Moss. There were no other nominations received.

On a unanimous vote Councillor Mrs J Wild was duly elected as the Vice-Chairman of this Committee for municipal year 2018/19.

A 5. DECLARATIONS OF INTEREST:

There were no declarations of interest at the outset of the meeting.

A 6. QUESTION TIME:

There were no members of the public present and therefore no questions or issues raised.

A 7. CORRESPONDENCE/ANNOUNCEMENTS:

- (i) Arun District Council** – the Council had received notification that the Bognor Regis Park Run would be temporarily using King George V Playing Fields, from 12th May 2018.
- (ii) Correspondence to ADC from Felpham Parish Council** – Councillor Mrs J Wild had written to ADC requesting that 3 oak trees be TPO'd. These trees are on land that is the subject of a potential future planning application on land at Wellers Close, Blake's Mead. ADC have responded to advise that the trees are covered by an existing TPO (TPO/FP/1/07).

There was no other correspondence to report.

A 8. TO RECEIVE THE MINUTES OF THE ALLOTMENTS & OPEN SPACES COMMITTEE MEETING 16th APRIL 2018:

These minutes were agreed as a true and accurate record. These had already been ratified by Main Council at its meeting of 1st May 2018.

A 9. MATTERS ARISING:

There were no other matters arising, that had not already been reported to Main Council on 1st May 2018.

A 10. AGENDA ITEMS FOR THE NEXT JWAAC & JWAAC H&T MEETINGS:

There were no proposals at this time.

A 11. FELPHAM ALLOTMENTS AND GARDENS SOCIETY REPORT:

Val Parfoot of FAGS was in attendance and reported the following:

- “Waiting list: 13 applicants – all from Felpham
- The school visits went extremely well and we will be publishing pictures on the website – year one will enter our colouring competition to make our own cards based on the allotment theme. Prizes will be book tokens to be presented at our joint charity event with St Wilfred’s on 30th June
- The loo will be delivered 5th June and installed the same week. Felpham allotments have registered for crowd funding at spacehive which is backed by WSCC, this is a new crowd funding platform. I will be attending a workshop in Chichester tomorrow. Our project is already registered but it can be added to. The next lot of funding will be to create a plot for a disabled person/people. The amount required is not quantified at present. The more funding we have the more we can do, such as ground work and adapting the gate – I would like the leader of the Parish Council to back our idea please? This only involves adding the name of a Councillor
- We raised around £500 at our recent plant sale, Wyvale Garden Centre in Chichester donated many vegetable plants. It’s been a funny year and all the planting is out of kilter. They had so many plants left over.
- Everything going well, we have two plots being dealt with by the plot watch procedure. Two plot holders abandoned their plot and were asked to collect their belongings. A few plot holders are helping a lady whose son passed away. She is all over the place at the moment and these acts of kindness from other plot holder’s prove there is a good community spirit alive at the allotments. Another plot holder is also receiving voluntary help as he has hurt his back. It’s a fine line and whilst some plots look wonderful others are just derelict. The rents and plots officers are well on top of it though.

Valerie Parfoot

Chairman Felpham Allotments”.

A 12. ST MICHAEL’S ALLOTMENT SITE REPORT:

(i) Report from FVCS Representative (Glenn Powell):

“The second April work party was again very successful with 16 volunteers from both FVCS members and plot holders. We did more hedgerows, reed piles and general rubbish. Also planted the remaining hedging.

The tree stakes have now arrived enabling us to finish the dead hedge during the summer.

The contractors GailfordTry had offered more fencing to complete the security. We reckon about ten more panels. The person responsible has changed so I am now trying to make contact with this new man.

GailfordTry has widened the entrance access to St Michaels as part of the works for the university. They have agreed to give us a load of scalpings to reinforce the car park area that get mired in mud during the winter. We will continue to liaise with them.

We are pleased that the grass cutting contract has resulted in much better pathways and common areas. We have encouraged the council to restore pathways where they have been planted on or narrowed. A tactful but firm email has been sent out and the comments back are in support.

We understand that all the remaining unlet plots have now been let. We do now need to do an inspection in June and thereafter monthly.

The Society salvaged one of the beach huts being demolished on the seafront with the intention of re-erecting it on the allotments. Partly because it would be useful, partly for posterity. This is being put up by two of the ploholders. The beach hut will be used in future as a base for any social activities such as work parties teas and coffees

The open morning is this Saturday 19th May (third Saturday of the month). We intend to have a small plant sale with compost and unwanted equipment.

Felpham Village Conservation Society
May 2018".

- (ii) The Clerk reported that all payments had now been received for allotment plots (39 in total).

A 13. FACILITIES CONDITION REPORT:

Drygrounds Lane – no visit made since last meeting.

Planters – all in a good condition.

Binsted Avenue pond area – further to the discussions held at the last meeting of this Committee, some headway had been made on the issue of the ponds and drainage (Councillors had been copied in to all the correspondence relating to this). The small pond is owned – the large pond has no obvious owner and there is an unregistered corridor to the south of the large pond (which ADC think may indicate the presence of a former ditch line).

ADC had subsequently visited the site and could find no evidence of pond

infilling, but their findings were as follows:

- “1. There are two ponds in existence, which once formed part of a much larger land drainage system. Although they serve a lesser function now since the area was redeveloped for housing, they must be retained.
2. Pond A - I have advised the owner to remove a large tree growing (sprouted from a large fallen branch) in the middle of the pond, probably late summer when the pond dries out. There is no doubt that the pond is heavily silted but the owner currently does not have funds available to carry out a desilt – could be £30k+.
3. Pond B – The owner is planning to undertake improvements to it late summer hopefully ie. clearance/desilting/bank stabilisation. At that time they will look for any incoming/outgoing pipes and report back to us.
4. The former ditch between ponds A and B appears to be long lost in part, unless a pipe exists, which will hopefully be identified under the works in item 3.
5. We are planning further investigations ie. lifting manhole covers at the northern end of Binsted Avenue to try and identify any likely pipes heading towards/away from pond B.

We have undertaken further investigations and found a manhole in the verge adjacent to no.36 Outerwyke Road. Within this manhole there is evidence of the original ditch which flowed north (now piped). There is also a pipe potentially coming from pond B (ie. overflow outlet). We have informed the pond owner who is going to look for it at the pond end during his pond works later in the summer. He will then advise us of his findings, so we can determine the way forward, so we can ensure that it remains functioning in the future. If the land is not registered to the adjacent landowners, then they might be able to argue adverse possession? At the end of the day, If the land is unregistered, with no traceable owner, then all landowners immediately adjacent to the ponds have a riparian responsibility for its maintenance”.

The Clerk reported that he had discussed this further with ADC and it was agreed that he would contact WSCC as to the possibility of applying for Operation Watershed monies to carry out further investigations at the site. The Clerk advised that he currently had not made contact with WSCC.

The Clerk reported that the **Grassmere Parade** area was in a neat and tidy condition. Glenn Powell advised the meeting that the FVCS were currently looking into a potential project to landscape the Grassmere Parade area.

A 14. IMPROVEMENTS TO STREET SCENE AND OPEN SPACES REVIEW.

(a) Work In Progress.

<i>Item</i>	<i>Current status</i>	<i>Action</i>
<i>Allotments general</i>	<i>Press for additional allotment sites in north of Parish.</i>	<i>Liaise with ADC as and when possible sites are identified. This is perceived as a long term proposal and possible unlikely to occur.</i>
Binsted Pond area	Potential encroachment by builders	<i>Extend hedge</i>
Further Allotment Sites	Identification and approach to landowners etc with regard to area earmarked for school on Site 6 proposal and land above Downview school	<i>Currently WSCC are carrying out the process for inviting proposals/interest for a new school.</i>
King George V Playing Fields	Management Plan prepared by ADC	<i>Management Plan for 2014-2024 received by Council.</i>
Longbrook Park	General improvements and possible vegetated shingle project.	<i>Management Plan for 2012-2022 received by Council.</i>
Fisherman's Gardens & The Lobster Pot Area	All in a state of good repair	<i>Ongoing</i>

A 15. LONGBROOK PARK, KING GEORGE V & OLD RECTORY GARDENS UPDATES:

King George V & Longbrook Parks – Neil O'Connor from ADC had reported that there was no news to report but had advised that Carl Smith had now left the employ of ADC and his work was being picked up by Anthony Baker (who was currently on annual leave).

Andy Camp of the Snook's Corner Community Group had advised the Council that there had been a litter picking session at Longbrook Park on the 6th May, with a large number of wine bottles being retrieved from the bushes along Sea Road.

Old Rectory Gardens – as reported Anthony Baker was now the contact for this area. As he was currently away on leave there was nothing to report, from him.

The Clerk had, as requested, contacted ADC with regard to the street

lights in ORG and had been advised that this had now been passed on to ADC's Property & Estates Team who were dealing with this work.

Glenn Powel reported that the FVCS along with ADC had regular work parties at Old Rectory Gardens, to date tree week had been carried out, general weeding etc. He also advised that a new seat was due to go in and that the annual fete would take place on July 14th.

A 16. TREES: REPORT BY TREE WARDEN:

Steve Alderton was not in attendance but had advised, prior to the meeting, that there was nothing new to report.

Councillor Mrs J Wild advised the meeting that herself and the tree warden had visited the Summerly Estate to look at and assess the tamarisk bushes there and she had asked ADC to look into some type of conservation order on the Tamarisk hedging on the seafront.

A 17. MATTERS OF URGENT PUBLIC IMPORTANCE – PREVIOUSLY AGREED WITH THE CHAIRMAN:

There were no matters of urgent public importance.

A 18. DATE OF NEXT MEETING: 18th JUNE 2018.

The meeting closed at 7.07 p.m.

Approved.....

Date.....