

**DRAFT SUBJECT TO THE APPROVAL OF MAIN COUNCIL ON  
3<sup>RD</sup> NOVEMBER 2020.**

**FELPHAM PARISH COUNCIL  
MINUTES OF THE MEETING OF THE PROJECTS & RESILIENCE COMMITTEE  
HELD ON TUESDAY 20<sup>TH</sup> OCTOBER 2020 AT 7.15PM.**

**PRESENT: Councillors:** Mrs M Harvey, M Harvey, G Grundy, Mrs G Moss, D Smart,  
Mrs J Wild, G Matthews, P English & Miss A Barker.

Councillor K Watson was in the Public Gallery.

**PR 199. APOLOGIES FOR ABSENCE:**

No apologies had been received.

**PR 200. ABSENCE WITHOUT APOLOGIES:**

There were no absences without apology.

**PR 201. DECLARATIONS OF INTERESTS:**

There were no declarations of interests.

**PR 202. PUBLIC QUESTIONS:**

There were no members of the public in attendance, therefore no questions or comments were received at this point in the meeting.

**PR 203. TO RECEIVE THE MINUTES OF THE LAST MEETING HELD ON  
15<sup>TH</sup> SEPTEMBER 2020:**

The minutes of the meeting held on the 15<sup>th</sup> September 2020 were **APPROVED** as a true and an accurate record and these had been ratified by Main Council on 6<sup>th</sup> October 2020.

**PR 204. MATTERS ARISING:**

There were no matters arising.

**PR 205. CORRESPONDENCE:**

There had been no correspondence to report, other than that which would be brought up within the agenda items.

**PR 206. BUDGET SETTING:**

It was proposed by Councillor D Smart that due to the current situation the budget remain the same, this was seconded by Councillor Mrs J Wild, on a unanimous vote it was agreed no change.

**PR 207. AGENDA ITEMS FOR THE NEXT JWAAC MEETING – 22<sup>ND</sup> FEBRUARY 2021:**

Question to be asked at the next JWAAC meeting for Environmental Health regarding flooding issues.

**PR 208. EXTERNAL PROJECTS:**

***Outstanding external Projects:***

<b>Item</b>	<b>Current status</b>	<b>Action</b>
Additional Gateway Sign for Prom – Western Gateway, Bognor Regis end.	<p><i>Councillor Mrs G Moss raising the question of an extra sign to be made using the 5<sup>th</sup> artwork not previously used in the last signs. Agreed. Discussion on FPC logo appearing on the sign, all agreed on the logo appearing.</i></p> <p>The sign maker was not active during lockdown, Councillor Mrs G Moss is locating and alternative in case this does not change.</p> <p>The artist has been contacted regarding the extra artwork not used in the original signs as he is keen for his work to be used. Felpham Art Group leader has not responded to confirm location of original art work so other artists are to be tracked down to determine if their work was returned.</p>	<p>ADC have stated that planning permission is not required – just notification when sign will be installed as this project falls under advertising as is not illuminated. Councillor P English was concerned about eroding and what material the sign would be made from – Aluminium and Polyurethane. Councillor A Barker proposed the new sign <b>in principle</b> as needed to be weatherproofed, including the graphics, Councillor D Smart seconded and all unanimously agreed. <b>Ongoing into 2021.</b></p>
Outside BBQ's	<p><i>Agreed for Longbrook Park as money budgeted for.</i></p>	<p>To move project on when quotes are established. Admin Assistant obtaining quotes on a basic concrete BBQ site with grill/ash collector etc. <b>Ongoing - to be actioned in 2021 – siting to not cause a nuisance to residents and to stop the burning of benches.</b></p>

Bins – Re-cycling etc	<i>Dan Cox from ADC leading.</i>	No contribution asked from FPC – although we have offered to contribute with possible signage to reflect this. Dan Cox and Anthony Baker to update. Recycling bins = 1 at Grassmere Parade, 1 outside the Lobster Pot and 1 outside the Boathouse Café. - <b>Actioned.</b>
Additional Hanging Baskets	<p><i>(Chased up Neoprene brackets quote – Signfix – recommended by SSE).</i></p> <p><i>Signfix have asked for the diameter of the lampposts for the brackets – waiting for SSE to supply these. <b>Admin Assistant to chase up. (Chased up 19<sup>th</sup> February).</b></i></p>	<p>SSE have been contacted in the first instance for permission for 25 additional baskets on lampposts. <b>(Permission now received – awaiting quote back for fittings)</b> - from Downview Road, Felpham Way to Tesco Express roundabout. Quotes obtained from FVCS and BR Task Force.</p> <p><b>THIS PROJECT WILL CONTINUE IN 2021</b></p>
3 x Additional Solar Prom Lights	<p><i>Company agreed by Council CCSOLAR to supply and install. Residents written to, to advise of positions of new lights. Sam Horwill of ADC has met with Trevor Waller of CC SOLAR to determine the final positions of the lights. *</i></p> <p><b>All three lights are now in situ and working.</b></p>	<p>Permission received and lights to be installed in the new year as the outside junction box will be being moved to inside the toilet block housing with the other timers to put an end to repeated vandalism. <b>***This has now been actioned***</b></p> <p>ADC dropped off the key to be kept in FPC's key cabinet. Lease received by Sue Loveday's team at ADC. Lights to be installed – weather permitting week commencing 20<sup>th</sup> January. <b>Lights currently being installed in the three sites approved by ADC.</b></p> <p><b>**INSTALLATION COMPLETE***</b></p>

Replacement 'Fish' Lozenges for promenade lights	<i>Approached Littlehampton Welding with pictures to request an estimate. Amberley Museum, Weald &amp; Downland and Clymping Welders to be approached also. After no response a local welder Les Fuller has produced a template for further lozenges.</i>	2 quotes received – will circulate at February's Finance meeting. Fish Lozenge has been viewed and location to determine the fixings / installation etc.  A template is in place and further installation to be taken forward when conditions allow and Installers available.
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**PR 209. PROJECTS FOR CONSIDERATION – INCLUDING PROMOTION:**

Commemorative Blue Plaque – documentation prepared and shared to Councillors before the meeting by Councillor K Watson.

Councillors wished to congratulate Councillor K Watson on his excellent presentation and hard work on the Blue Plaque Project.

After much discussion and questions put to Councillor K Watson, which were answered in depth, it was proposed by Councillor D Smart that the work should progress and possible sites to be sought for the Plaque. This was seconded by Councillor J Wild, and on a unanimous vote it was agreed Councillor K Watson would progress and continue with this Project.

**PR 210. ANNUAL EVENTS: (FUN ON THE PROM)**

The event unfortunately had to be cancelled due to COVID19 – the new date suggested to fit in with Tide Times for the Fireworks is Saturday 14<sup>th</sup> August.

Councillor Miss A Barker suggested a possible Christmas market event for this year or 2021 – locations suggested was Felpham Road, Felpham Village and Longbrook Park. The Committee approved Councillor Mrs G Moss's suggestion that she approach ADC to determine the viability of planning for this year and next because of current or future restrictions and time limitations for this year. It was acknowledged that Road Closure agreements would need to be obtained from Sussex Police for a Felpham Road Event. Unfortunately, ADC have informed FPC that due to COVID19 restrictions no events would happen until 2021 at least.

Councillor Miss A Barker offered to research the possibility of a Christmas Market for subsequent years.

**PR 211. CLIMATE CHANGE:**

Councillor Miss A Barker had forwarded a document on Air Pollution affecting children.

As this had only just been received on the day of the last meeting, it was agreed it would be an agenda item for the meeting 20<sup>th</sup> October, with a paper being prepared by Councillor Miss A Barker to give time for Councillors to read through and have their comments available in good time. (Due to work commitments Councillor A Barker informed the committee that it would be available in due course).

**PR 212. PUBLIC ACCESS DEFIBRILLATOR(S):**

Councillors D Smart and Councillor Mrs G Moss informed the committee that due to a faulty defibrillator two more defibrillators should be purchased – a spare – this would be covered in the Budget. Councillor D Smart proposed the purchase of two, this was seconded by Councillor Mrs M Harvey and on a unanimous vote all agreed. Councillor Mrs G Moss would organise the purchase in due course.

**PR 213. RESILIENCE:**

Councillor Mrs G Moss reported that volunteers were at the required capacity, with medication still being delivered to residents that were still self isolating. Phone calls were also still happening for people feeling vulnerable and in need of reassurance.

Councillor Mrs G Moss reported that on the day of this meeting FERG responded to an older resident who had fallen in the road whilst on route to the Pharmacy. As a result we will help with his medication collections until he has recovered. This was an example of the difference FERG is continuing to make in the community albeit there are fewer requests at the moment.

Councillor K Watson had distributed Resilience Posters to local shops, and these had also been positioned in all Felpham Parish's 11 noticeboards throughout Felpham.

**PR 214. MATTERS OF URGENT PUBLIC IMPORTANCE (with the prior consent of the Chairman):**

There were no matters of urgent public importance.

**PR 215. OTHER MATTERS AT CHAIRMAN'S DISCRETION:**

There were no matters at the Chairman's Discretion.

**PR 216. DATE OF NEXT MEETING: 17<sup>TH</sup> NOVEMBER 2020 at 7:15pm.**

*The meeting closed at 8:00 pm*

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

