

DRAFT SUBJECT TO APPROVAL OF MAIN COUNCIL ON 6th APRIL 2021.

**MINUTES OF THE VIRTUAL MEETING OF THE
ALLOTMENTS & OPEN SPACES COMMITTEE
HELD AT FELPHAM COMMUNITY HALL FELPHAM
16th MARCH 2021**

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

The meeting was requested to consider an addition agenda item which had arisen after the original agenda had been distributed. This was in relation to the removal of the existing flag pole at Grassmere Parade and relocating this in a different location but on the same site. *It was agreed that this be discussed at Agenda Item 9 – Facilities Condition Reports.*

A 248. APOLOGIES FOR ABSENCE:

Glenn Powell – Felpham Village Conservation Society & St Michael's Allotment Site.

John Austin & Geraldine Whitehead – FAGS.

Steve Alderton – Tree Warden.

A 249. ABSENCE WITHOUT APOLOGIES:

There were no absences without apology.

A 250. DECLARATIONS OF INTEREST:

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

A 251. QUESTION TIME:

There was 1 member of the public present, but no questions or issues were raised.

A 252. CORRESPONDENCE/ANNOUNCEMENTS:

There was no correspondence to report or announcements to be reported.

It was unanimously agreed that Agenda Item 13 (request from the Lobster Pot Café with regard to usage of Fisherman's Gardens) be moved to this part of the meeting.

A 253. REQUEST FROM THE LOBSTER POT CAFÉ RE-USAGE OF FISHERMAN'S GARDENS FROM APRIL 2021:

The representative from the Lobster Pot Café was asked to outline the request that was to be considered by the Council. After this the Chairman of the Committee outlined his thoughts on this and then opened up the meeting to comments from other members of the Committee.

At the conclusion of discussions and comments, the following was proposed by Councillor Miss A Barker and seconded by Councillor G Grundy:

- that permission be granted for a period of three months only and that this be from 12th April 2021 to 12th July 2021, and
- that the maximum number of tables to be allowed be 11 (as per the Council's previous agreement with the Lobster Pot over the summer months of 2020) and that the Council hold the right to review this, at any time, and amend the number of tables, based on government guidance and any other mitigating circumstances that may arise during that three month period.

On a vote, the proposal was unanimously agreed.

A 254. TO RECEIVE THE MINUTES OF THE ALLOTMENTS & OPEN SPACES COMMITTEE MEETING 16th FEBRUARY 2021:

These minutes were agreed as a true and accurate record. These were ratified by Main Council at its meeting on 2nd March 2021.

A 255. MATTERS ARISING:

A 244 Dog Bins – Councillor Mrs J Wild reiterated her previous concerns and comments on the numbering and emptying of dog bins and the lack of response from Arun District Council on this. **It was agreed that should no**

further progress, on this, be achieved with Arun District Council, that Councillor Wild communicate with Arun District Felpham Ward Councillors so that they could deal directly on the issue at ADC, on behalf of the Parish Council.

A 246 “Water Me” signs for trees in Felpham – further to a request for an update on where the Council was with these, the meeting was advised that the signs had now been received at the Parish Office and were currently being hole punched in preparation for placing on trees.

There were no other matters arising that had not already been reported to Main Council.

A 256. AGENDA ITEMS FOR THE NEXT JWAAC MEETING – VIRTUAL MEETING PROPOSED FOR JUNE 2021:

There were no items raised.

A 257. FELPHAM ALLOTMENTS AND GARDENS SOCIETY REPORT:

FAGS had sent in the following report:

“Well March came in with a mixture of weather. The sun brought a lot of plot holders out to start organising and digging their plots although the frosty mornings meant dressing up warmly. There is rain to come and hopefully warmer weather as it has been too cold to plant seeds unless you can keep them protected from the frost.

The committee has kept in touch and the first news letter is going out reminding plot holders that, if you hibernated over the winter, it is now time to remember that you have an allotment and get to work.

We are organising a work party for April when restrictions should be lighter and we are going to hire a skip in an effort to clear the site of a lot of unwanted items which people have not able to get to the recycling centre. We are also buying hawthorn whips to give to the plot holders adjacent to Felpham Way so they can use them to fill in any gaps in the hedge and look after them as they grow.

We have had several deliveries of well rotted horse manure which always disappear very quickly onto the various plots.

The waiting list is 40 and is only likely to increase in the next few months during the growing season”.

A 258. FACILITIES CONDITION REPORT:

Drygrounds Lane – annual maintenance work on the site has been completed.

Fisherman’s Gardens – all quiet at the moment.

Planters – quote for repair work agreed with Town Force.

Grassmere Parade – the issue of the re-siting of the flag pole on this site was discussed. The Chairman of the Council outlined the issue and the necessity to remove and re-site the flag pole and that this would require the purchase of a new pole. The total cost for this would be £580.25 plus VAT, and the meeting was therefore requested to consider its acceptance of the quote and for the work to be carried out. **Acceptance of the quote was proposed by Councillor Mrs J Wild and seconded by Councillor D Smart and on an unanimous vote agreed**

Binsted Avenue pond area – no new updates.

A 259. IMPROVEMENTS TO STREET SCENE AND OPEN SPACES REVIEW.

Work in Progress.

<i>Item</i>	<i>Current status</i>	<i>Action/Update – Date:</i>
<i>Further Allotment Sites</i>	<i>Identifying new possible sites.</i>	<i>Ongoing.</i>
<i>Binsted Pond area</i>	<i>Potential encroachment.</i> <i>Permission for a possible bench and wildlife boxes on grassed area in front of the hedge</i>	<i>Extend hedge. Annual Hedge cut.</i> <i>Approach made to Gleeson’s re-small pocket of land at site.</i> <i>Actions to be taken regarding possible risk of flooding, focusing on the current climate change. H A chased date of this meeting 16/02/21</i>

<i>King George V Playing Fields</i>	<i>Management Plan prepared by ADC.</i>	<i>Management Plan for 2014-2024 held by Council.</i>
<i>Longbrook Park</i>	<i>General improvements and possible vegetated shingle project.</i>	<i>Management Plan for 2012-2022 held by Council.</i>
<i>Footpath from Middleton Road onto King George V Playing Fields</i>	<i>Maintenance and rubbish clearance – no mans land.</i>	<i>Councillor K Watson in communication with Tesco and is chasing up how they can/may help. Report to be produced to bring to this Committee - KW to update.</i>
<i>Greenswards/Seafront</i>	<i>Clarification to be sought from ADC regarding Dog Fouling fines/education by environmental officers and point of contact.</i>	<i>ADC to clarify dog fouling procedures as not consistent, awaiting Calendar of scheduled visits. AWAITING UPDATE: 16/02/2021.</i>

**A 260. LONGBROOK PARK, KING GEORGE V & OLD RECTORY GARDENS
UPDATES:**

King George V Playing Fields – it was agreed that the Clerk contact officers at ADC with regard to the progress made on the Strategic Plan 2014-2024 and to ascertain when the process for updating the Plan going forward would commence. It was further agreed that the Clerk do the same with regard to the Longbrook Park Strategic Plan 2012-2022.

Greenswards/Seafront – Councillor G Grundy reiterated his previous concerns about the safety of users of Felpham sea front/promenade and what he regarded as a lack of safety measures including the provision of life belts etc.

Councillor D Smart outlined the efforts he had made on this subject and the response he had received from Arun District Council, as the responsible authority for matters/issues on the sea front/promenade at Felpham.

It was none the less agreed that further confirmation be requested from ADC on this, and that to progress the matter further that Councillor G Grundy outline specifically to Councillor P English (in his capacity as a District Councillor) the issues and concerns he had so that these could be brought up directly with the requisite officers etc at ADC, by the District Councillor, for response and clarification.

Longbrook Park – Andy Camp reported the following:

“Little activity to report except that certain volunteers carrying out unofficial socially distanced litter picking on an ad hoc basis to ensure that Longbrook Park and the Sea Road greensward continue to be pleasant places to visit.

The daffodils and crocuses, courtesy of Arun DC and Bognor Regis Purple 4 Polio campaign, respectively, and planted by members of the Snook's Corner Group are flowering gloriously in both areas should any of the Councillors had time or the inclination to visit the area. I'm also pleased to say that the new equipment in the children's area is being used regularly”.

Tony Baker had advised the Council as follows:

“Tivoli are carrying out winter works to improve the appearance of Longbrook and to hopefully discourage campers on the site.

The beds by the Sea Cadets hut have been weeded and shrubs cleared ahead of some planting”.

Old Rectory Gardens – no report received.

A 261. TREES: REPORT BY TREE WARDEN:

The Tree Warden had reported he had nothing new to report.

A 262. MATTERS OF URGENT PUBLIC IMPORTANCE – PREVIOUSLY AGREED WITH THE CHAIRMAN:

There were no matters of urgent public importance.

A 263. DATE OF NEXT MEETING: 20th April 2021.

The meeting closed at 7.33 p.m.

Approved.....

Date.....