

**DRAFT SUBJECT TO APPROVAL OF MAIN COUNCIL ON 4<sup>th</sup> MAY 2021.**

**MINUTES OF THE VIRTUAL MEETING OF THE  
ALLOTMENTS & OPEN SPACES COMMITTEE  
HELD AT FELPHAM COMMUNITY HALL FELPHAM  
20<sup>th</sup> APRIL 2021**

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

**A 264. APOLOGIES FOR ABSENCE:**

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

John Austin & Geraldine Whitehead – FAGS.

Steve Alderton – Tree Warden.

**A 265. ABSENCE WITHOUT APOLOGIES:**

There were no absences without apology.

**A 266. DECLARATIONS OF INTEREST:**

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

**A 267. QUESTION TIME:**

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

**A 268. CORRESPONDENCE/ANNOUNCEMENTS:**

**(a) To retrospectively approve the expenditure of £608.67 + VAT for the repair of the Pergola in Fisherman's Gardens** – Councillors had previously been advised of this, and as the matter had been a Health & Safety issue, the Chairman of this Committee, the Chairman of the Council and the Clerk had agreed that the work was necessary to be carried out

prior to Committee approval, and as a matter of urgency. As the figure for the repairs was over £500.00 it was now necessary for the Committee to retrospectively agree the sum for the work.

**It was unanimously agreed that the sum of £608.67 +VAT be agreed for the repair of the pergola at Fisherman's Gardens.**

**(b) Report of gym equipment being removed/damaged at Longbrook Park**  
– the Clerk reported that an e-mail had been received by the Council with regard to this. The Clerk advised that he had contacted ADC and was awaiting a response, which when received would be circulated to all Councillors.

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

**A 269. TO RECEIVE THE MINUTES OF THE ALLOTMENTS & OPEN SPACES COMMITTEE MEETING 16<sup>th</sup> MARCH 2021:**

These minutes were agreed as a true and accurate record. These were ratified by Main Council at its meeting on 6<sup>th</sup> April 2021.

**A 270. MATTERS ARISING:**

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

**A 271. AGENDA ITEMS FOR THE NEXT JWAAC MEETING – VIRTUAL MEETING PROPOSED FOR JUNE 2021:**

There were no items raised.

**A 272. FELPHAM ALLOTMENTS AND GARDENS SOCIETY REPORT:**

FAGS had sent in the following report:

“We are still awaiting the warmer spring weather for although the sun is lovely during the day the cold nights make it unsuitable for planting out delicate seedlings.

We have arranged for a metal collection and many holders have used the opportunity to get rid of unwanted metal from plots and sheds.

The first working party of the year has been very productive.

The site has been cleared of all unwanted objects to the skip which we hired for the weekend, although some objects have been reallocated to other plots in a useful recycle. The skip is full and awaiting collection.

The FAGS greenhouse has been cleared and provisioned with shelving for individual plot holders who do not have a greenhouse to use for seed trays and growing plants.

All the FAGS mowers and strimmers have been serviced and are ready for use.

All the sheds and storage areas have been cleared and tidied.

Rotovation of all the plots which requested it has now been completed and they are ready for the season's sowing.

Although there is not a lot of produce yet, many of us are enjoying early rhubarb and it will not be long before the over wintered broad beans are ready for cropping.

All plots are now in full use, with all plot holders who were shielding back in action.

We have a waiting list of 48 and are regularly receiving new requests. It will not be long before we could fill another site the size of our present one".

#### **A 273. PARISH COUNCIL MAINTAINED FACILITIES REPORT:**

**Drygrounds Lane** – there was nothing new to report.

**Fisherman's Gardens** – all quiet at the moment.

**Planters** – no update required..

**Grassmere Parade** – the new flag pole had now been successfully placed on site.

**Binsted Avenue pond area** – there was nothing new to report.

**A 274. MEDIUM TO LONG TERM STRATEGIC UPDATES/INFORMATION ON ARUN DISTRICT COUNCIL OPERATED OUTDOOR AREAS:**

***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>	<b><i>Ongoing.</i></b>
<i>Binsted Pond area</i>	<i>Potential encroachment.  Permission for a possible bench and wildlife boxes on grassed area in front of the hedge</i>	<b><i>Extend hedge. Annual Hedge cut.  Approach made to Gleeson’s re-small pocket of land at site.  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></b>
<i>King George V Playing Fields</i>	<i>Management Plan prepared by ADC.</i>	<b><i>Management Plan for 2014-2024 held by Council.</i></b>
<i>Longbrook Park</i>	<i>General improvements and possible vegetated shingle project.</i>	<b><i>Management Plan for 2012-2022 held by Council.</i></b>
<i>Footpath from Middleton Road onto King George V Playing Fields</i>	<i>Maintenance and rubbish clearance – no mans land.</i>	<b><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></b>
<i>Greenswards/Seafront</i>	<i>Clarification to be sought from ADC regarding Dog Fouling fines/education by environmental officers and point of contact.</i>	<b><i>ADC to clarify dog fouling procedures as not consistent, awaiting Calendar of scheduled visits. AWAITING UPDATE: 16/02/2021.</i></b>

***Councillor K Watson advised the meeting that there was joint effort for the clearance of the footpath area to the side of Tesco on 21<sup>st</sup> April 2021. He also advised that he would be discussing the issue of the low wall to the east of the Tesco car park where rubbish tended to be thrown over the wall.***

**A 275. MONTHLY UPDATE ON LONGBROOK PARK, KING GEORGE V & OLD RECTORY GARDENS:**

**King George V Playing Fields** – *at the last 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.* The Clerk reported that he had contacted the relevant officers at ADC on this and had received a response form the officer responsible for King George V, which had been circulated separately, to all Councillors, prior to this meeting.

**Greenswards/Seafront** – nothing new to report, sea front safety to be discussed later on in the meeting.

**Longbrook Park** – **Tony Baker** had advised the Council as follows:

“I, along with two other officers, are reviewing the management plan along with volunteers there over the coming months. We hope to draw out some future actions to seek improvements for park users. If FPC have any suggestions in this regard do please feedback and we can decide if appropriate to include these in the revised management plan”.

**Old Rectory Gardens** – James Jones-MacFarland reported that “nothing too significant concerning Old Rectory Gardens aside the recent installation of some bird and bat boxes throughout the gardens. Still have outline plans on renovating the pond sometime this summer.

**A 276. TREES: REPORT BY TREE WARDEN:**

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

The Clerk advised the meeting that the current Tree Warden would be stepping down from that position because of other work commitments.

**It was agreed that and advert for the vacant position be drafted and then placed into the Council’s notice boards and on the web site.**

## **A277. SAFETY ON THE PROMENADE:**

Councillor P English advised that he had sent out, prior to this meeting, the combined correspondence relating to this, and which all Councillors should have received.

To gain an understanding of what exactly it was that Councillors wanted to approach ADC on, the Chairman of the meeting handed over to Councillor G Grundy as the main protagonist on this.

Councillor Grundy outlined the various pieces of correspondence he had had with ADC and their responses. The Chairman of the Council also advised, similarly, on the correspondence he had had on this issue, and that maybe the private estates, that had promenade land, be approached as to how they dealt with safety issues.

The meeting was advised of the offer made by ADC to the Council which was:

- Arun DC is prepared to supply the Parish Council with a Bag as a trial. This offer still stands and we would be happy to increase this to three Bags if you think this would be beneficial.
- We are also very willing to work with the Parish Council to install two signs of similar design to those displayed in Bognor Regis that depict information appropriate to Felpham.

**After much discussion, it was RESOLVED and agreed that:**

- **Councillor G Grundy contact Mr Wickham at ADC with regard to taking up his offer (outlined above).**
- **Councillor K Watson also write to Mr Wickham at ADC, as the manager of the Forefront Team, with regard to the issues of the Felpham beach gradient and beach shift.**

**Councillor Mrs G Moss kindly offered to contact the Environment Agency, should the Council so wish, in the future, and if necessary.**

**A 278. MATTERS OF URGENT PUBLIC IMPORTANCE – PREVIOUSLY AGREED WITH THE CHAIRMAN:**

There were no matters of urgent public importance.

**A 279. DATE OF NEXT MEETING: 18<sup>th</sup> May 2021.**

The meeting closed at 7.12 p.m.

Approved.....

Date.....