

**FELPHAM PARISH COUNCIL
MINUTES OF THE MEETING OF THE PROJECTS & RESILIENCE COMMITTEE
HELD ON TUESDAY 15TH MARCH 2022 AT 7.25 PM.**

PRESENT: Councillors: Anne Barker, George Grundy, Graham Matthews, Jaine Wild

Councillors: Michael Harvey, Mary Harvey and Kevin Watson attended virtually (not able to vote).

PR 387. APOLOGIES FOR ABSENCE:

Councillors: Paul English, Gloria Moss, Dave Smart.

PR 388. DECLARATIONS OF INTERESTS:

There were no declarations of interests.

PR 389. PUBLIC QUESTIONS

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

PR 390. TO RECEIVE THE MINUTES OF THE LAST MEETING HELD ON 15TH FEBRUARY 2022:

The minutes of the meeting held on the 15th February 2022 were **APPROVED** as a true and an accurate record and these had been ratified by Main Council on 1st March 2022.

PR 391. CLERK'S REPORT:

Projects and Resilience Clerks Report for March 2022

This was circulated to all councillors prior to the meeting.

PR 381 Was PR342. BBQ's

Approval process at committee and Main Council levels has already taken place including the location which is being prepared by ADC.

UPDATE; 9/2/22 Call from James, 2 locations are agreed at Blakes Rd and we can proceed with siting of BBQ(s) unit(s). Email will follow, giving permission ahead of License receipt to prevent delays.

From: James Jones-McFarland <James.Jones-McFarland@arun.gov.uk>
Sent: 09 February 2022 14:33
To: Doug Millen <doug@felphampc.gov.uk>; Clerk <clerk@felphampc.gov.uk>
Cc: Neil O'Connor <neil.oconnor@arun.gov.uk>; Oliver Handson <Oliver.Handson@arun.gov.uk>; Matthew Slorach <matthew.slorach@tivoliservices.com>
Subject: BBQ Units at Blakes Road Leisure Gardens

2 x BBQ units ordered with manufacturer and added "Jubilee" Branding". A plaque is also to be added, indicating Felpham parish's contribution,

Jubilee plans for renaming the hall:

(It all seems quite straightforward; I've spoken to Arun District Council and the owner of the property needs to complete a form on the following link [Street naming and numbering](#) | Arun District Council the cost is £55.00 which need to be paid at the point of application and the form is then processed with the Royal Mail as well who check there is no conflict with any local buildings. The whole process takes approx. 8 weeks.) Quotes are currently being sought for new hall signage.

PR377.

With regards to Fun on the prom a working group remote meeting is needed in order to allocate responsibilities and tasks and logistic planning. I have already secured almost all of the usual attractions

Further Fun on the Prom 2022 update

Firework Display

Butlins Sponsorship

I can confirm that I have ready sounded out Jeremy Pardey (Resort Director for BUTLINS) and they will make at least a two K contribution for the Fireworks but he is aware that the costs will increase if we go with low noise Fireworks so may be able to up the amount once sponsorship budgets are cleared.

Fireworks - confirmed

PR378

Defib

Grassmere would be a good spot

Alternative might be Five Star Taxi Site

St Mary's are investigating installation outside. Maybe reconsider Grassmere?

Battery replacement for Unit at FCH and purchase to the value of £1000 (each) agreed at F&A on 8/2/22

New Ideas

George has been talking with a singing group who are prepared to provide a wandering minstrel type performance which would be fun

Resilience activities are still being coordinated by Dave and myself and manned by our team of volunteers including our police officer colleague

PR 380 Climate Change working Group - no info at this stage.

PR 392. CORRESPONDENCE:

See Clerk's report.

PR 393. EXTERNAL PROJECTS:

Councillor Anne Barker requested that any proposals be brought forward to the Projects and Resilience Committee Chair.

Councillor Jaine Wild enquired regarding progress of refurbishment of the noticeboards. The Clerk confirmed that following Main Council approval, work had been instructed and was being actioned.

Councillor Kevin Watson suggested that the life span of Parish Council assets will need to be assessed and budgeted for in advance. The ongoing Asset Register review will assist with this and forms part of the Clerk and RFO's ongoing daily responsibilities.

PR 394. PROJECTS FOR CONSIDERATION AND PROMOTION (NEWSLETTER):

Councillor Jaine Wild suggested that better ways need to be found to engage with the public. Felpham in Focus is now modern, colourful and engaging but more, other publicity is needed. Press releases could be a useful way of achieving this. Councillor Jaine Wild also commented that the logo for Felpham Parish Council is outdated and that a new logo is required. **Councillor Jaine Wild to investigate, draw up suggestions and bring back to the committee.**

The Clerk reported that a digital newsletter had been approved by Main Council and appropriate policies are in place surrounding this. The public can sign up for this and it will be advertised. Articles and important information can then be sent. All information should come via the Clerk who has editorial control. This requires implementation by councillors. Councillor Anne Barker advised that every councillor has responsibility to bring things to the Clerk's attention for inclusion. Councillor Graham Matthews suggested that we consider providing copy to St. Mary's Parish Magazine as this is central to the village.

Councillor George Grundy expressed his disappointment that the Felpham Parish Council stall at the Farmer's Market was not able to proceed due to lack of volunteers. Direct contact with Felpham residents is so beneficial and events around the parish could have stall with councillors to talk to members of public.

Councillor Jaine Wild suggested use of the Felpham Post Office Pop-Up Shop and a magazine. Councillor George Grundy suggested that events and activities of the council are advertised outside of the parish.

Councillors considered it important that a recruitment drive be undertaken to fill the three councillor vacancies with proactive and vibrant councillors.

Councillor Anne Barker suggested the need to fill the vacancies be raised with the Chair of Council and that this is widely advertised. This was agreed by all councillors. It was suggested that a 'Meet the Councillors' item be included in the Felpham in Focus Magazine. Councillor Graham Matthews commented that this needs to be non-political, personal and open to all councillors if they so choose, also ensuring GDPR compliance and must consider "promotion" prior to May 2023 elections.

Councillor Graham Matthews suggested the siting of further benches in the village, outside St. Mary's and on popular walking routes. Councillor Kevin Watson commented that this may fit in with the Platinum Heritage Trail. The Clerk advised that permission will be required from various authorities and landowners and for councillors to identify suitable locations in order that the Clerk can seek permission.

PR 395. ANNUAL EVENTS: (FUN ON THE PROM)

All councillors are invited to the Fun on the Prom Working Party meeting on Tuesday 22nd March at 6.15 pm.

Volunteers are still needed to assist with the event.

PR 396. PUBLIC ACCESS DEFIBRILLATOR(S):

The Clerk advised that we are awaiting quotes and decisions on location. A defibrillator is being situated at St. Mary's and this may affect the proposed location. Nikki at St. Mary's Hall is in discussion with Councillor Gloria Moss.

PR 397. RESILIENCE:

Councillor Anne Barker confirmed that the group is still supporting members of the public and giving service to the community but with a lesser regularity due to the decline in COVID.

PR 398. CLIMATE CHANGE:

The Clerk confirmed that Eco corridors had been discussed at the Allotments and Open Spaces committee. Councillor Glen Hewlett has also produced a report for Finance and Administration Committee on the Felpham Community Hall solar panels performance that has been circulated to all councillors. Felpham tree locations are needed but Arun and West Sussex are running projects of their own in which Felpham can be included, 150 whips and 9 trees have been earmarked for Felpham Parish and an additional 40 whips and 8 trees at Felpham Recreation Ground, Hotham ward. This is within the 33,000 whips to be planted throughout the Arun district.

PR 399. BLUE PLAQUES

Councillor Kevin Watson reported that he is confident that two more plaques will be in position in time for the launch of the Heritage Platinum Trail in June. Councillor Watson has built a Felpham Parish Council Blue Plaque website and the link to this will be circulated to the Clerk to forward on to all councillors. This will become a Felpham Parish Council website linked to the main website. Feedback from councillors would be appreciated. Councillor Anne Barker extended her thanks on behalf of the committee to Councillor Kevin Watson for his work on this.

PR 400. MATTERS OF URGENT PUBLIC IMPORTANCE (WITH THE PRIOR CONSENT OF THE CHAIRMAN):

There were no matters at the Chairman's Discretion.

PR 401. OTHER BUSINESS AT CHAIRMAN'S DISCRETION.

None

PR 402. DATE OF NEXT MEETING:

Tuesday 19th April 2022 at 19:15

The meeting closed at 8.25 pm

Signed: *AEBarker*

Date: 16th March 2022