

DRAFT SUBJECT TO APPROVAL OF MAIN COUNCIL ON 5TH APRIL 2022

**MINUTES OF THE MEETING OF THE
ALLOTMENTS & OPEN SPACES COMMITTEE
HELD AT FELPHAM COMMUNITY HALL FELPHAM
15TH MARCH 2022 6.15pm**

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

Councillor Kevin Watson attended remotely (not able to vote).

A 126. APOLOGIES FOR ABSENCE:

Councillor Gloria Moss, Councillor Dave Smart, Jon Bray (Tree Warden), John Austin & Geraldine Whitehead (FAGS Representatives)

A 127. DECLARATIONS OF INTEREST:

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

A 128. QUESTION TIME FROM MEMBERS OF THE PUBLIC

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

A 129. CORRESPONDENCE/ANNOUNCEMENTS:

Correspondence had been received regarding the post and rail fencing at Drygrounds Lane. **Clerk to investigate, arrange repair and establish ongoing annual maintenance.**

A 130. TO RECEIVE THE MINUTES OF THE ALLOTMENTS & OPEN SPACES COMMITTEE MEETING 15TH FEBRUARY 2021:

These minutes were agreed as a true and accurate record. These were ratified by Main Council at its meeting on 1st March 2022.

A 131. MATTERS ARISING:

Councillor George Grundy enquired as to who would be responsible for a tree that had fallen across a grass verge and the Clerk advised that this would be West Sussex County Council Highways department. Councillor Graham Matthews advised contacting love.westsussex.gov.uk **Clerk to report**

Councillor George Grundy enquired regarding progress with Binsted Ponds. Councillor Paul English confirmed that this has been removed from the agenda as dredging/remediation could not be taken due to the non-co-operation of one householder. It was suggested that any potential flooding issues be reported by those homes surrounding the pond to Arun District Council who will take appropriate action.

Councillor Anne Barker checked that warning sign is in place and gate is locked. This was confirmed by the Clerk.

St. Michael's Island also known as the 'Horse Field'

The Clerk drew the committee's attention to correspondence that had been received regarding the Horse Field.

Councillor Graham Matthews declared a personal interest.

Following discussion, it was agreed that any new tenancy of the area needs to be made available to the whole parish in order to be a fair and open process. Advertisements/notices will be drawn up inviting applications to tender for use as a horse field, smallholding, appropriate community project or other idea, with offers invited. A new contract will be drafted that will be circulated to the committee and then proceed to Main Council. All proposals received will be considered by the Allotments and Open Spaces Committee once the tender process has closed. The committee will decide based on merit, suitability and benefit to the community.

Access to the field is very limited and professional Health and Safety checks may be required prior to awarding a new tenancy.

Councillor Jaine Wild enquired regarding A. 109 and asked whether members of the public will be invited back to speak regarding their proposals. The Clerk advised that all tenders would be considered. It was decided that once the committee's criteria had been agreed and preferred tender chosen, a decision would be made on this for Main Council to consider.

Councillor Anne Barker requested a meeting with the Chair regarding the treatment of the members of the public that visited in a public arena. The Chairman advised that any presentations from members of the public must be invited by the Chair of the committee and that the committee must respect the advice of Chairman regarding confidentiality. He invited a conversation regarding this at any time.

It was agreed that a new draft contract be drawn up and when ready, be brought to the Allotments and Open Spaces committee. In the meantime, **Councillor Anne Barker proposed that an invitation to tender for St. Michael's Island, known as the 'Horse Field' be drafted and once approved by the Allotments**

and Open Spaces Committee, be placed on the agenda for consideration by Main Council. This was seconded by Councillor George Grundy. Three councillors voted for the proposal with two abstentions.

Allotments and Open Spaces Committee Clerks Report March 2022

A118 (A75). Community Road Verge 2022. Expression of interest submitted, supported by John Charles. Pending award (looks promising as email received asking for further info)

From: Jess Meagher <Jessica.Macey@westsussex.gov.uk>

Sent: 06 January 2022 08:54

To: Clerk <clerk@felphampc.gov.uk>

Cc: Steve Hill <Steve.Hill@westsussex.gov.uk>

Subject: Community Road Verge Application

UPDATE: This could potentially now occur this season, currently in negotiation with Jess Meagher regarding WSCC clearing grass cuttings and storing at allotment short term until collection or for use by allotment holders for composting. ONGOING

Queens Canopy enquires ongoing.

Felpham Tree locations 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.

Land to NW of Arun Leisure Centre (off Brooks Lane)

Aldingbourne Footpaths and County Park Action Group

From: Aldingbourne Footpaths and County Park Action Group
<savealdingbournepaths@gmail.com>

Sent: 04 March 2022 11:26

“We are focusing on two issues, the rife footpath and the Rife Valley Country Park. We have attached forms to complete for an application to make the river path a public right of way. Please complete the form to register that you have used the Rife footpath running from Felpham Way to Whitfield Close. You may have already filled in a form for the footpaths north of the river but the rife is a

new linear path which has been fenced off, see photo (and map at the back of the form). Please email back your completed form, and it would be appreciated if you can forward the form (this email) to friends and family who may not be aware of the fencing off of the river walk.

We have also included a plan of the Rife Valley Country Park which is earmarked for the fields which form the strategic gap, including the golf course because these are areas of flood plain (they are grade 3 flooding, the worst). There are now plans to build on the flood plain which will make flooding in Felpham even worse (see video link).

For this reason, there is a public meeting on 19th March to inform the public and build support against the plans, the meeting will help you know what the implications are and how to object.

Felpham Flooding <https://www.youtube.com/watch?v=IzuzVeEX4qc> “

A 132. FELPHAM ALLOTMENTS AND GARDENS SOCIETY REPORT:

FAGS had sent in the following:

As the FAGS report was requested early we were not in a position to send one. However, we have since been approached on the following matter which we thought should be brought to your attention, so we apologise for submitting it late.

A plotholder has approached the committee asking to display bunting at the main gate to support Ukraine. The plotholder suggests it would be a good idea to invite photos for the press.

While fully supporting Ukraine we felt it would attract unwanted attention to the main gate possibly causing a security problem. Also, that it would cause a distraction to children and cyclists using the foot/cycle path when plotholders are leaving or entering the allotments which could increase the possibility of accidents.

The plot manager suggested that the plotholder displayed support for Ukraine on their own plot which is in a prominent position but is away from the main gate.

As our landlord we would like your opinion on this.

In line with guidance from NALC, West Sussex County Council and Arun District Council, it was agreed that the committee had no objection to the plot holder flying a flag from the flagpole on his plot. However, the Clerk advised that support could not be given to bunting as this would be placed outside of the plots and may be distraction/hazard. Any applications for this would need to be made to West Sussex County Council Highways Department. **Clerk to respond to FAGS.**

Following very positive feedback from councillors, the Clerk confirmed that the Ukrainian flag will shortly be flown from Felpham Parish Council's flagpole at Grassmere Parade.

A 133. PARISH COUNCIL MAINTAINED FACILITIES REPORT:

An asset register review is currently underway. The asset list is in the associated documents folder and will be circulated to all committees prior to finalisation.

A 134. MEDIUM TO LONG TERM STRATEGIC UPDATES/INFORMATION ON ARUN DISTRICT COUNCIL OPERATED OUTDOOR AREAS:

See Clerk's report.

A 135. MONTHLY UPDATE ON LONGBROOK PARK, KING GEORGE V & OLD RECTORY GARDENS:

Report from Neil O'Connor, Arun District Council:

We have now received an event application for the Kite Festival to be held on KGV over August Bank holiday weekend.

Many thanks,
Neil.

Neil O'Connor
Greenspace Technical Officer
Parks & Greenspaces Service

A 136. TREE WARDEN(S) REPORT:

See Clerk's report.

A 137. COMMUNITY VERGES (UPDATE)

The Clerk reported that following positive feedback from West Sussex County Council, this initiative may be able to proceed with grass cuttings temporarily being stored at St. Michael's allotment site (see Clerk's report)

A 138. ECOLOGICAL CORRIDOR

Councillor Anne Barker advised that in Adur District, green areas that are a route for pollination have been identified as ecological corridors. Councillor Anne

Barker has started to identify these areas within our parish. The Clerk advised that Parish mapping may assist with this. Councillor Graham Matthews suggested potential open spaces that could form this corridor and will liaise with Councillor Anne Barker to identify these. It was agreed that this item will be left on the agenda.

A 139. MATTERS OF URGENT PUBLIC IMPORTANCE – PREVIOUSLY AGREED WITH THE CHAIRMAN:

None

A 140. DATE OF NEXT MEETING: Tuesday 19th April 2022 18:15.

The meeting closed at 7.20 p.m.

Approved.....

Date.....