

DRAFT SUBJECT TO APPROVAL OF MAIN COUNCIL ON 3RD MAY 2022

**MINUTES OF THE MEETING OF THE
ALLOTMENTS & OPEN SPACES COMMITTEE
HELD AT FELPHAM COMMUNITY HALL FELPHAM
19TH APRIL 2022 6.15pm**

PRESENT: Councillors Paul English, Kevin Watson, Anne Barker, Bob Budd, George Grundy, Graham Matthews, Jaine Wild

Councillor Dave Smart, Councillor Gloria Moss (Ex Officio)

Councillor Bob Budd was also in attendance in the public gallery.

A 141. APOLOGIES FOR ABSENCE:

Jon Bray (Tree Warden), John Austin & Geraldine Whitehead (FAGS Representatives)

A 142. DECLARATIONS OF INTEREST:

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

A 143. QUESTION TIME FROM MEMBERS OF THE PUBLIC

There was one member of the public present, but no questions were asked.

A 144. CORRESPONDENCE/ANNOUNCEMENTS:

The Clerk reported receipt of correspondence from Arun District Council who are currently updating their Green Infrastructure Maps in line with the Arun Local Plan 2018 Landscape evidence base and the draft Felpham Parish Green Infrastructure Map. They have asked that councillors check this map and send any comments they wish to make by the 25th of April 2022.

The Clerk confirmed receipt of an email from Anne Barker concerning emails from Jane Parker regarding the Horse Field and containing copies of correspondence previously received. The Clerk advised the Chair that this had been responded to and will be forwarded again to all councillors. Councillor Anne Barker offered an apology for the lateness of forwarding this email as this had only been sent to the Clerk today.

Not all committee members had sight of all correspondence between Jane Parker, the Clerk and some councillors. It was requested that the Clerk forward

all emails regarding the Horse Field between Jane Parker, the Clerk and councillors to all committee members to ensure full transparency in the matter.

A 145. TO RECEIVE THE MINUTES OF THE ALLOTMENTS & OPEN SPACES COMMITTEE MEETING 15TH MARCH 2022:

These minutes were agreed as a true and accurate record. These were ratified by Main Council at its meeting on 5th April 2022.

A 146. MATTERS ARISING:

None

Allotments and Open Spaces Committee Clerks Report April 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.

A 131. MATTERS ARISING:

Councillor George Grundy - 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 reported (allow 28 days for action)**

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

31 March 2022

Aldingbourne Footpaths and County Park Action Group

<savealdingbournepaths@gmail.com>

“Dumping on field north of Brooks Lane by a 32 tonne lorry using a five tonne weight limit bridge with (strapped) attached gas main - see photos and engineering calculations

More illegal practices regarding the field adjacent to Brooks Lane

The access track enforcement **MUST** be actioned.

This lorry is far too heavy for the weight limit of a six foot wide concrete bridge which is barely six inches in thickness that has been in place since the 1930's.

The bridge carries a gas main. The local population is in danger of an explosion, this is an accident waiting to happen.

This represents more dumping on the field. Dan Vick said that it was not expedient to act and would only enforce if pressed to do so by his manager.

Why is it not expedient to act, surely this image and the consequences which could see several deaths and destruction to nearby properties and people is an expedient enough reason.

Your engineers can do the calculations, fully loaded but here are some figures to help them out:. It is obvious that this bridge is not built to take the weight.

This is also contravening not only planning regulations but also environment agency pollution laws.”

Agenda item 11

Horse Field aka St Michael's Island

It was agreed that a new draft contract be drawn up by Cllr Glen Hewlett and the Clerk 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

(Has been drafted but on hold pending outcome of future use Parish decisions/possibilities further to Main Council decision of 5/4/22).

A 133. PARISH COUNCIL MAINTAINED FACILITIES REPORT:

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

A 147. FELPHAM ALLOTMENTS AND GARDENS SOCIETY REPORT:

FAGS had sent in the following:

FAGS Report to Felpham PC (Allotments and Green Spaces) April 2022

The allotments are a hive of activity now with almost all plot holders busy planting early seeds or preparing the ground. A couple of plot holders who have not tended their plot sufficiently are being monitored and could lose their plots if

improvements are not quickly shown. As we have a long waiting list all plots need to show they are being worked continuously to produce fruit, veg or flowers. Those who grow potatoes have them in the ground and the earlies are showing their tops to the sun, although they will soon to be earthed up and back in darkness. Most late brassica has been cleared to make room for this year's produce and broad beans are in full flower, so not long to wait for the first delicious tiny beans. Fruit trees are covered with blossom and as the insects are busy pollinating we hope the fruit harvest will be good. We now have a full quota of committee members as two plot holders have been co-opted and we are having meetings every month throughout the growing season. We are arranging a plant sale in the near future. The working party was well attended and a lot of hard work done. Two storage sheds were erected and the items in the garage made more accessible by a good clear out. The new wheelbarrows are in constant use and some items like composters and water butts have been rehomed on other plots if some had a surplus. It is a very busy time for us all on the allotment but also a very enjoyable time as we work at the start of the growing season.

A 149. MEDIUM TO LONG TERM STRATEGIC UPDATES/INFORMATION ON ARUN DISTRICT COUNCIL OPERATED OUTDOOR AREAS:

Despite requesting reports early, none have been received.

Councillor Dave Smart advised that there is a possible proposal to rebuild/refurbish the changing rooms at King George V and requested more information. **Clerk to check with Arun District Council Parks Officer and copies of research previously carried out by Councillor Jaine Wild and distributed to councillors to be resent to all committee members.**

A 150. MONTHLY UPDATE ON LONGBROOK PARK, KING GEORGE V & OLD RECTORY GARDENS:

Arun District Council Green Space Technical Officer, Neil O'Connor, stated that there was nothing to report this month in King George V. Bognor Regis Kite Festival to be held in August. **Councillor Anne Barker requested that remits of Allotments and Projects Committees be looked at with Chair of Council, to ensure no overlap.**

A 151. TREE WARDEN(S) REPORT:

See Clerk's report. Councillor Jaine Wild reported that a tree is down on Felpham Way. **Clerk advised all councillors to report via Love Clean Streets (was Love West Sussex). Clerk to report tree in this instance.**

Councillor Paul English requested that a survey be carried out of trees previously planted by Felpham Parish Council that have subsequently died. These can be directly replaced without permission. Quotes to be obtained from Arundel Arboretum ready for October planting.

A 152. ST MICHAEL'S ISLAND & TENDER ADVERTISEMENT APPROVAL

The new lease/agreement is currently being prepared. Councillor Glen Hewlett to liaise with the Clerk, Chair of Council and Chair/Vice Chair of committee prior to circulating to all councillors. The Clerk clarified that this was an annual agreement. Councillor Paul English advised that historically, Councillor Mr Moss referred to a document from the crown showing that this area could be used for allotments (but with no buildings on site) for use by Felpham residents. **Clerk to check with County Archives if any Felpham Parish Council documents are held relevant to this.**

A 153. COMMUNITY VERGES TO INCLUDE POTENTIAL BINSTED AVE VERGE ADOPTION

After the community verge area was cut recently, the Clerk emailed to check whether this would be recut. No response has been received as yet.

Regarding the Binsted Avenue verge adoption, permission has been granted to site a Jubilee bench in this area and a 28-day notice is in place. Quotes for benches are being sought. The Clerk confirmed that the Young Offenders will lay a concrete base. **Councillor Gloria Moss proposed that the committee approve a spend of up to £1000 to purchase a jubilee branded metal bench. This was seconded by Councillor Dave Smart and unanimously agreed with one abstention.** Councillor Anne Barker advised that she did not support benches that may not be made of sustainable wood or are made of plastic.

A 154. ECOLOGICAL CORRIDOR

Councillor Anne Barker reported that briefs from other areas are much wider and include green infrastructure. This may fall under remit of the Projects committee who will look at joining ecological areas to connect fauna and flora and look at areas of habitats around human activity. This will allow the movement of wildlife and the facility to connect areas of fragmented land to stabilize and improve biodiversity. Factors that make this difficult to achieve are the lack of cycle routes, bridleways, and green infrastructure. The map does not show every area of biodiversity and there are no green routeways north to south or east to west. Councillors are asked to look for areas which could be included on the map. The Clerk advised that the Bognor Regis Green Infrastructure document is held in the office and had been circulated to all councillors in December via Teams SharePoint as the document is so large it is unable to be emailed. A hard copy is available to be viewed in the office and a link will be resent to the electronic version.

Clerk to request larger 1:5000 map so that we can identify green areas that have been missed and respond to Arun District Council (see correspondence) and contact West Sussex County Council for a cycle path map and Worthing/Adur Council for their map reflecting the initiative. Councillors to identify any green areas that are missing and make these known to the Clerk.

Councillor George Grundy advised that the Felpham map contains a number of errors.

A 155. MATTERS OF URGENT PUBLIC IMPORTANCE – PREVIOUSLY AGREED WITH THE CHAIRMAN:

None

A 156. DATE OF NEXT MEETING: Tuesday 17th May 2022 18:15.

The meeting closed at 7.08 p.m.

Approved.....

Date.....