

DRAFT SUBJECT TO APPROVAL OF MAIN COUNCIL ON 2ND AUGUST 2022 (TBC)

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

PRESENT: Councillors: Paul English, Kevin Watson, Anne Barker, Bob Budd, George Grundy, Graham Matthews, Jaine Wild
Councillors: Gloria Moss, Dave Smart (Ex Officio)

Geraldine Whitehead and John Austin (FAGS representatives).

A 33. APOLOGIES FOR ABSENCE:

None

A 34. DECLARATIONS OF INTEREST:

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

A 35. QUESTION TIME FROM MEMBERS OF THE PUBLIC

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

A 36. CORRESPONDENCE/ANNOUNCEMENTS:

None

**A 37. TO RECEIVE THE MINUTES OF THE ALLOTMENTS & OPEN SPACES
COMMITTEE MEETING 21ST JUNE 2022:**

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

A 38. CLERK'S REPORT:

The Clerk's Report was distributed to councillors prior to the meeting and will be attached to the minutes.

A 15. Councillors raised some concerns over potential issues due to the community verges being uncut for long periods of time including risks to pets and visibility issues.

Councillor Graham Matthews explained the improving wildflower situation and the fact that only the community verge is left uncut on certain parts of Felpham Way with cutting still taking place along the edge of the cycle path and footpath. At the end of the year, the whole verge will be cut, and cuttings removed. As the soil becomes poorer over time, the wildflowers will flourish and the grass decline. Any overgrown cycle and footpaths can be reported via Love West Sussex.

Clerk to email West Sussex County Council to enquire regarding the management plan and how verges are maintained.

A 39. FELPHAM ALLOTMENTS AND GARDENS SOCIETY REPORT:

FAGS had sent in the following:

FAGS Report to FPC July 2022

We are enjoying a very good growing season. The plants are all enjoying the sun as much as we are. Of course the only down side is the amount of water we are having to use. However, most of us have realised that once the plants have their roots well into the ground we can relax the watering and they will find enough for their needs deep down underground.

We had a working party where a lot of good work was done by some enthusiastic plot holders. The pedestrian entrance was made more accessible for those with limited mobility and the store shed was fitted with new doors which will need to be painted. We also assisted one plot holder who was having trouble maintaining her new plot by helping to dig and weed. The members of the working party were revitalised with coffee and doughnuts and rewarded at the end with hot dogs. The morning was enjoyed by all who joined us.

The crops are becoming abundant with, as usual, courgettes appearing newly every day and becoming marrows before you can blink. Beans are reaching for the sky and giving rich rewards and pumpkins and squash are trailing all around the allotment. Those with greenhouses are picking cucumbers and tomatoes while those growing them outside will be soon rewarded with a harvest.

It is a really good start to the harvesting season.

FAGS representatives confirmed that only handheld hoses were permitted and for a limited time. Many plot holders use watering cans and a lot of water is collected on the allotments throughout the year.

A 40. MEDIUM TO LONG TERM STRATEGIC UPDATES/INFORMATION ON ARUN DISTRICT COUNCIL OPERATED OUTDOOR AREAS:

See Clerk's report.

A 41. MONTHLY UPDATE ON LONGBROOK PARK, KING GEORGE V & OLD RECTORY GARDENS:

See Clerk's report.

A 42. TREE WARDEN(S) REPORT:

Councillors discussed recent tree planning applications that had been withdrawn by householders due to an incorrect application where no TPO was in place. Councillors were concerned that this meant healthy trees were being lost in Felpham.

Councillor Dave Smart suggested that the Neighbourhood Plan review could include trees, open spaces etc. and that a working party could be set up to prepare for this.

Councillors were informed that a new Climate Officer was now in place at Arun District Council and future links will be explored with the officer once the post is established.

Councillor Bob Budd enquired regarding watering of trees in the hot weather and reported that he will place a post on Felpham Matters reminding people of the importance of watering trees.

A 43. LAND TO NW OF ARUN LEISURE CENTRE, OFF BROOKS LANE (UPDATE)

Correspondence regarding the footpaths had been circulated to all councillors prior to the meeting.

The Clerk reported on the monthly update and confirmed that fencing works, and digger excavations are continuing on the land.

Councillor Jaine Wild reported that human waste was being left on the land by the caravans and will email details to the Clerk.

Going forward, a link to the monthly Aldingbourne Footpaths and County Park Action Group newsletter to be included on the Felpham Parish Council website.

A 44. MATTERS OF URGENT PUBLIC IMPORTANCE – PREVIOUSLY AGREED WITH THE CHAIRMAN:

None

A 45. DATE OF NEXT MEETING: Tuesday 16th August 2022 (TBC) 18:15

The meeting closed at 19.11 p.m.

Approved.....

Date.....

Allotments and Open Spaces Clerk's Report July 2022 Minutes

A 15. COMMUNITY VERGES

Councillor Graham Matthews completed Community Verge progress and evaluation form which has been submitted to West Sussex County Council along with photographs. Details circulated to councillors.

A 24. ALLOTMENTS

Email sent to FAGS, St. Michael's:

At last night's Allotments and Open Spaces Committee there was a query regarding the use of water at our allotment sites. Going forward, we ask that hosepipe use is limited to 20 minutes maximum per plot holder to conserve water and reduce metering costs.

A 25. MEDIUM TO LONG TERM STRATEGIC UPDATES/INFORMATION ON ARUN DISTRICT COUNCIL OPERATED OUTDOOR AREAS:

Emails sent requesting updates. A very constructive meeting held with Oliver Handson, Arun District Council regarding possible projects with King George V Play Area and KGV Pavillion. Propose to come and speak to Allotments' Projects Committee in autumn.

Longbrook Park Management Plan will be updated shortly.

Rectory Gardens Management Plan updated annually.

A 26. MONTHLY UPDATE ON LONGBROOK PARK, KING GEORGE V & OLD RECTORY GARDENS

Longbrook Park Monthly Update by Anthony Baker, Arun District Council:

Prepared a bed for planting by the Sea Cadets building but it probably won't get planted up until September when the weather cools down and we get some rain.

In other news, Tivoli have removed the tables and chairs that formed a "den" by the western side of the park opposite the entrance to the play area.

KGV: Kite Festival due to take place in August.

A 27. TREES

Mark Warwick, Tree Officer Arun District Council will supply details of Year 2 planting programme due to start in September.

A 28. ST MICHAEL'S ISLAND – BRIDGE SURVEY, GATE AND FENCE WORKS

Survey instructed

Life Saving equipment details held in office – subject to survey

A 30. LAND TO NW OF ARUN LEISURE CENTRE, OFF BROOKS LANE (UPDATE)

Another week on the field, very similar to last week. As requested, here are some items for your information and action:

1. The track on the eastern side of the Rife, i.e., in the field, opposite Whitfield Close. Not aware any further work has been carried out here?
2. **NB:** There are now **TWO white touring caravans** stationed in the north-western part of the field, as of Sunday (3rd July pm). (See attached photos)
3. The shipping container remains in the south east corner of the field. Contents and purpose unknown?
4. We believe some 3-5 horses continue to be kept on the northern half of the field. With associated paraphernalia this clearly continues to be an unauthorised change of use from agriculture to equestrian use.
5. Subdivision of the field into smaller plots continues. The 2.1-metre-high close boarded wooden fence with concrete posts in the middle of the field, which started close to the eastern boundary, is now being extended westwards. (See attached photo).
6. The Access Land hard surfaced track, hardstanding and cleared land. This area continues to accommodate various stored vehicles, including a touring caravan (all not related to an agricultural use). Following the mini digger engineering operations carried out earlier, the northern side has now been totally cleared. What should we expect on this site next?

NB: More photos can be supplied if required.

Flood Risk Assessment (FRA)

This area of land lies within a national designation Flood Zone 3a (High Probability), and/or Flood Zone 3b (Functional floodplain). As such, a detailed FRA must be provided by the landowner to show the main flood risks to the site, and the surrounding area as a result of current engineering and development works being carried out on their site.

The Planning Contravention Notice (PCN)

We imagine that all of the existing and current works and undertakings going on the field and access land are reflected in the reply the Council said that they eventually received from the landowner in response to their Planning Contravention Notice (PCN)? The Council will be well aware, that it is an offence if anyone makes any statement purporting to comply with a requirement of a planning contravention notice which is knowingly false or misleading. The maximum penalty for this offence is currently £5,000.

Regards,

Steve Brown, for Aldingbourne Footpaths and Country Park Action Group.