

**DRAFT SUBJECT TO APPROVAL OF MAIN COUNCIL ON 1<sup>ST</sup> NOVEMBER 2022**

**MINUTES OF THE MEETING OF THE  
ALLOTMENTS & OPEN SPACES COMMITTEE  
HELD AT FELPHAM COMMUNITY HALL FELPHAM  
18<sup>TH</sup> OCTOBER 2022 6.15pm**

**PRESENT:** Councillors: Paul English, Kevin Watson, Anne Barker, Bob Budd,  
George Grundy, Graham Matthews  
Councillors: Gloria Moss, Dave Smart (Ex Officio)  
Tree Warden: Jon Bray

**A 46. APOLOGIES FOR ABSENCE:**

Councillor Jaine Wild, Geraldine Whitehead and John Austin (FAGS representatives).

**A 47. DECLARATIONS OF INTEREST:**

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

**A 48. QUESTION TIME FROM MEMBERS OF THE PUBLIC**

There was one member of the public present, Geoff Farrell, representing the Felpham Village Conservation Society (FVCS) and also in the role of West Sussex Local Access Forum Representative. Mr Farrell explained that in March 2020, as part of the FVCS Footpaths and 'Shabby Areas' initiative, he undertook a walk around Felpham's Public Rights of Way with the WSCC Public Rights of Way Access Ranger. P153 Downview School to Golf Club had subsequently had Type 1 Stone laid jointly funded by Felpham Parish Council and Felpham Village Conservation Society.

FVCS now wish to improve further shabby areas and plan a joint walk around parish footpaths with West Sussex County Council officers, Felpham Parish Councillors and FVCS members on January 10<sup>th</sup> 2023.

Councillor Paul English commented that all councillors would need to be involved and Councillor Dave Smart agreed that the initiative had a lot of merit. Councillor Anne Barker further agreed that this may also feed into the Neighbourhood Plan. Councillor Bob Budd was keen to encourage closer working with the Felpham Village Conservation Society.

**Mr Farrell to email further information to the Clerk. Clerk to circulate PROW map of Felpham to all councillors.**

**A 49. CORRESPONDENCE/ANNOUNCEMENTS:**

None

**A 50. TO RECEIVE THE MINUTES OF THE ALLOTMENTS & OPEN SPACES COMMITTEE MEETING 19<sup>TH</sup> JULY 2022:**

These minutes were agreed as a true and accurate record. These were ratified by Main Council at its meeting on 6<sup>th</sup> September 2022.

**A 51. CLERK'S REPORT:**

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

**A 38. Community Verges**

Councillors were keen to encourage wildflowers on the verges by planting seeds. **Councillor Graham Matthews to email Steve Hill, Stakeholder and Partnerships Lead, to enquire regarding this.**

Councillor Anne Barker further suggested that other areas in Felpham might benefit from wildflower seeds and bulbs. Councillor Paul English suggested that Arun District Council might supply bulbs for planting. **Clerk to email Arun District Council to obtain permission and check whether bulbs/seeds can be supplied by ADC.**

**Site 6 Tree Planting**

The Tree Warden, Jon Bray outlined the options available. **Clerk to obtain quotes and check regarding public use of fenced area beside the Community Hall.**

**A 30. Land to NW of Arun Leisure Centre, off Brooks Lane**

**Clerk to contact Bognor Town Council.**

**Verge Planting of Trees**

**Councillor Gloria Moss proposed that partnership verge planting with residents proceed as per email circulated to all councillors. This was seconded by Councillor Bob Budd and unanimously agreed.**

**A 52. FELPHAM ALLOTMENTS AND GARDENS SOCIETY REPORT:**

FAGS had sent in the following:

**FAGS Report to the FPC (Allotments and Green spaces) October 2022**

We have 30 on the waiting list at present with 2 vacant quarter plots in the process of being allocated. Several plot holders have given up their plots at the end of this season for various reasons. Some long term plot holders were finding it too difficult to continue and have reluctantly given up their plot. Some new comers have realised how much work was involved and decided that it was not for them. However, the majority have enjoyed the lovely growing season and are setting to work clearing areas ready for the year to come. There are, of course, still plenty of crops being harvested. Some are still picking tomatoes, salad crops and beans and we have all the winter brassica and leeks to come. Many of us also have stores of potatoes and frozen veg which will keep us going over the winter.

Some enthusiastic plot holders joined us for a working party, when we brought in a skip to clear all the unnecessary items which seem to accumulate on our plots. There were also some good jobs done in machine maintenance and clearing debris. We now have a designated area for chippings which our plot holders can use. The workers were sustained with coffee, doughnuts and hot dogs.

We have regular constructive committee meetings and at the October meeting we welcomed our new treasurer who will be overseeing our finances in the future months.

It has been a successful and fruitful growing season thanks to the hot summer and the late summer rain with no blight in sight! We look forward hopefully to another such, next year.

**Clerk to email FAGS to request details of new Treasurer and committee members.**

**A 53. MEDIUM TO LONG TERM STRATEGIC UPDATES/INFORMATION ON ARUN DISTRICT COUNCIL OPERATED OUTDOOR AREAS:**

Clerk updated Councillors on potential partnerships with Arun District Council on KGV play area and pavilion.

**Clerk to request further information and criteria and invite Oliver Handson to attend a meeting to discuss.**

**Councillor Dave Smart proposed a ten-minute extension to the meeting.**

**A 54. MONTHLY UPDATE ON LONGBROOK PARK, KING GEORGE V & OLD RECTORY GARDENS:**

The Clerk passed on updates received from Arun District Council regarding Longbrook Park and KGV and from the Snooks Corner Community Group.

Councillors discussed issues being faced by residents living close to Longbrook Park.

**A 55. TREE WARDEN(S) REPORT:**

See Clerk's report.

**A 56. ST. MICHAEL'S ISLAND – HORSE FIELD**

The Clerk reported that works were progressing to the bridge. Councillors were previously circulated the proposed lease and Councillor Paul English requested that any suggested amendments be sent to Councillor Glen Hewlett.

**A 57. BUDGET SETTING**

Councillor Paul English requested that costings be obtained for hedge cutting at Binsted Pond and that Footpaths form part of earmarked reserves. Verge cutting now to appear as Verge cutting/wildflowers (see Clerk's Report).

**A 58. LAND TO NW OF ARUN LEISURE CENTRE, OFF BROOKS LANE (UPDATE)**

See Clerk's Report.

**A 59. MATTERS OF URGENT PUBLIC IMPORTANCE – PREVIOUSLY AGREED WITH THE CHAIRMAN:**

None

**A 60. DATE OF NEXT MEETING: Tuesday 8th November 2022 18:15**

The meeting closed at 7.30 p.m.

Approved.....

Date.....

## **Allotments and Open Spaces Clerk's Report Oct 2022 Minutes**

### **A 38. COMMUNITY VERGES**

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

*We look after CRVs in a different way. Rather than five cuts per year, the CRVs receive one in the autumn. After the grass cut, the local community rakes and disposes of the grass cuttings.*

*The objective is to lower the fertility of the soil, enabling wildflowers that often already have seeds in the depths of the soil, to out-compete the grass. After a few years, the wildflowers should look more abundant.*

*Fewer cuts will also give the native species the chance to grow. For a while the verges may look a little straggly, but this is a long-term project and they will improve. With the help of the local community we will be monitoring their progress. Weeds aren't sprayed in and around CRVs.*

*If you think there is a problem with a roadside verge, you can tell us by reporting a grass safety issue.*

### **A 27. TREES**

#### **100 Trees for Parishes project**

##### **Introduction**

**As part of the Council's commitment to tackling climate change, ADC has pledged to donate 100 trees to each Town & Parish Council within the Arun District. Arun's Greenspace Service are tasked with administering and delivering this project and the proposals for how this scheme will work are set out under the headings below.**

**Up to three bareroot 3 metre tall 'standard' native trees. A choice of any 3 from Oak, Field Maple, Rowan, Hawthorn and Lime. Stakes & ties are also included.**

3 trees ordered for verge planting in Outerwyke Avenue and surrounding roads. Licence obtained for new tree and 2 replacements.

##### **VERGE PLANTING OF TREES:**

Email sent to councillors.

### **WORK TO TREES AT ST. MICHEL'S ALLOTMENTS**

Urgent works were required on a cluster of poplars at St. Michael's Allotments due to large, dead branches falling and hanging in the canopy creating a safety risk for allotment holders

Tree Warden confirmed: I have availability this Saturday (17/9) to sort the dead and damaged limbs on the cluster of poplars at FPC's allotments if that works. Following a site visit, the area is unsafe so I would recommend it is rectified urgently. The price to carry out necessary works incl. disposal is £250.

The trees were identified as rare black poplars but as they are on Felpham Parish Council land, no work will be undertaken without permission from the office, meaning that they will be treated with care and no TPO is required. This was checked with the Arun District Council Tree Officer who confirmed his support of the Felpham Parish Council approach and advised the following:

*Although the Planning Department can and does make Orders on a precautionary basis that is exceptional and the tree(s) must be of very high value. Typically if they are under good management already and there is no threat it is unlikely to gain my support.*

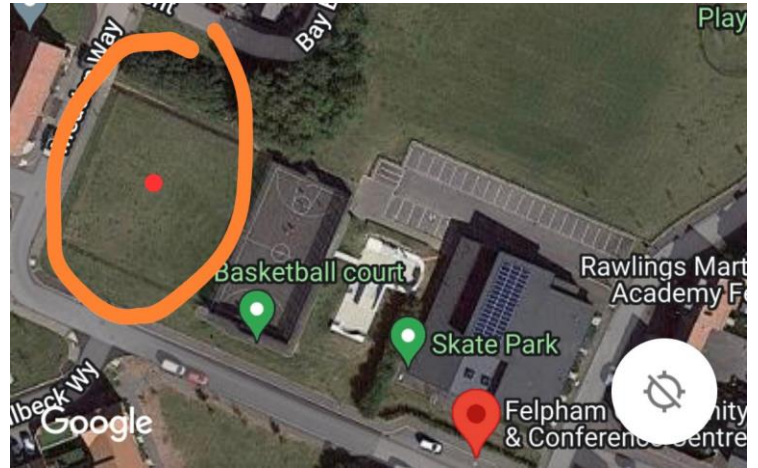
*TPOs are made to prevent wilful damage or destruction to trees with public amenity value. They also need to be visible (at least in part), of good health and form with useful life expectancy*

#### **SITE 6 TREE PLANTING PROJECT**

Arun District Council Officers Mark Warwick and Anthony Baker met the Felpham Parish Council Tree Warden Jon Bray to discuss a possible planting project on the fields beside the Community Hall.

Several options are available, but the Tree Warden felt that the best way to use the funds would be to buy bigger specimens and have more focal point planting as opposed to the planting of 'standards' that often die. Bigger will create an instant impact but would need sturdy deer/cattle type tree guards and a small hi-ab to crane in. This could present an opportunity for public relations commemoration of new King? Proper large tree nurseries usually provide a full service to plant larger trees and some offer aftercare and warranty. A large specimen could be planted in the fenced off dog area as shown below with image of impact.

Fagus sylvatica  
Atropunicea (Purple  
Beech)



Description

Additional information

Description

Purple Beech or Copper Beech is a large deciduous tree, which has dark purple red foliage in the spring.

pracbrown.co.uk — Private



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

Survey report received and works instructed.

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

Contents of email to Jaine Wild from Aldingbourne Rife Footpaths and Country Park Action Group regarding horses on the land.

## **ALDINGBOURNE RIFE 'CLEAN UP' DAY**

From: Sarah Hughes <sarah@arrt.org.uk>

Dear Nicola,

Thank you for your below email.

The Arun & Rother Rivers Trust/ARRT are in the midst of working on a 10-year restoration plan for the Aldingbourne Rife. The Plan will be codesigned with the local community to develop a strategy for ecological restoration. It will outline the current state of the river, its special places, wildlife, issues and opportunities etc.

In the first instance we thought that a 'clean up' day would enable us to engage with the parish council/riparian landowners/local community etc. highlighting the importance of the rife and finding out what people value about the river. I live locally and I notice that the area highlighted is in need of some attention.

We hope to have the 'clean up' day within the next few months (depending on the weather), hopefully working with the Environment Agency to remove some of the larger items within the rife. This could be an opportunity for a joint 'clean up' day, engaging the local community with litter picks around the rife and surrounding areas? I would welcome the parish council's support, views and aspiration and I would be very happy to attend a meeting or meet out on site to discuss details further.

Please let me know your thoughts and I look forward to your reply.

Many thanks for your time on this.

Sarah

*Sarah Hughes*

*Senior Project Officer*

*Arun & Rother Rivers Trust*

[www.arrt.org.uk](http://www.arrt.org.uk)