

**DRAFT SUBJECT TO APPROVAL OF MAIN COUNCIL ON 6<sup>TH</sup> DECEMBER 2022**

**MINUTES OF THE MEETING OF THE  
ALLOTMENTS & OPEN SPACES COMMITTEE  
HELD AT FELPHAM COMMUNITY HALL FELPHAM  
15<sup>TH</sup> NOVEMBER 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 61. APOLOGIES FOR ABSENCE:**

None

**A 62. DECLARATIONS OF INTEREST:**

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

**A 63. QUESTION TIME FROM MEMBERS OF THE PUBLIC**

There were two members of the public present, one of whom requested the opportunity to speak. The Chair advised the committee that as per the agenda questions from the public are limited to 5 minutes per person which should be sent to the Clerk by post or email at your earliest convenience, ideally 7 days prior, allowing councillors to offer an informed response. The member of the public assured the committee that there was no question and that this matter was not linked to St. Michael's Island. Despite this assurance, the member of the public then read a statement directly linked to St. Michael's Island, a copy of which was then circulated to councillors. This was not an agenda item.

**A 64. CORRESPONDENCE/ANNOUNCEMENTS:**

None

**A 65. TO RECEIVE THE MINUTES OF THE ALLOTMENTS & OPEN SPACES  
COMMITTEE MEETING 18<sup>TH</sup> OCTOBER 2022:**

These minutes were agreed as a true and accurate record. These were ratified by Main Council at its meeting on 1<sup>st</sup> November 2022.

**A 66. CLERK'S REPORT:**

This had been distributed to all councillors prior to the meeting and the Clerk outlined the contents of the report.

Councillor Graham Matthews reported that the verges had now been cut and the orchid regrowth would need to be monitored as these may have been affected by the cutting.

Councillors discussed the fact that Community Road Verges were not being expanded but that West Sussex County Council would be concentrating on the existing verges. Councillor Anne Barker requested information behind the rationale of this decision. **Councillor Jaïne Wild to investigate.**

Councillors discussed the possibility of rewilding areas in Felpham and planting wildflowers at Flansham Park Children's area, the area of land near Tesco Express and at Butlins Main gate as the gateway to Felpham. Councillor Bob Budd suggested that the Felpham Conservation Society may wish to be involved in this initiative.

Councillor Paul English and the Clerk outlined progress made with obtaining quotations for mature tree planting at Blake's Mead Estate. Clerk to contact Arun District Council for permissions and to liaise regarding suggested planting areas by Tree Warden. Councillor Paul English requested the support of councillors to continue with this initiative as it is now tree planting season. **Councillor Dave Smart proposed that this initiative progress and this was seconded by Councillor Jaïne Wild and unanimously agreed.**

**A 67. FELPHAM ALLOTMENTS AND GARDENS SOCIETY REPORT:**

FAGS had sent in a report circulated to all councillors. Councillors were invited to attend the AGM on 21<sup>st</sup> November. **Clerk to place a link to the FAGs website on the Felpham Parish Council website.**

**A 68. MEDIUM TO LONG TERM STRATEGIC UPDATES/INFORMATION ON ARUN DISTRICT COUNCIL OPERATED OUTDOOR AREAS:**

The monthly report from Arun District Council was circulated to all councillors.

**A 69. MONTHLY UPDATE ON LONGBROOK PARK, KING GEORGE V & OLD RECTORY GARDENS:**

The monthly report from Arun District Council and the report from the Snooks Corner Community Group were circulated to all councillors.

**A 70. TREES/TPOs:**

Councillors discussed the situation with clearance of trees at Outerwyke Farmhouse and the fact that there may not be enough TPOs on historic trees in Felpham. Councillor Jaine Wild advised that every month she plans to submit a TPO request to Arun District Council following a case study. She also raised the fact that some areas of woodland/open land may need blanket TPOs to protect them and expressed disappointment that the golf course TPOs had subsequently been removed. The Arun District Council Tree Officer now plans to reassess these areas and Councillor Paul English suggested that the Felpham Parish Council Tree Warden accompany him on his site visits.

**A 71. BINSTED PONDS HEDGE MAINTENANCE**

The Clerk had previously circulated councillors a quotation to undertake hedge maintenance. **Councillor Anne Barker proposed that the quotation of £595.00, to take the growth back to the fence line and reduce the height, be accepted and that works be instructed. This was seconded by Councillor Gloria Moss and unanimously agreed.**

**A 72. BUDGET SETTING**

Councillors finalised budgets and agreed figures will now return to the RFO for final submission to Finance and Administration/Main Council.

**A 73. LAND TO NW OF ARUN LEISURE CENTRE, OFF BROOKS LANE (UPDATE)**

Correspondence had previously been circulated to councillors.

Councillor Jaine Wild confirmed that she will be speaking at the Footpaths inquiry on Tuesday, 4th April 2023 at County Hall, Chichester.

**A 74. MATTERS OF URGENT PUBLIC IMPORTANCE – PREVIOUSLY AGREED WITH THE CHAIRMAN:**

None

**A 75. DATE OF NEXT MEETING: Tuesday 20th December 2022 18:15 (tba)**

The meeting closed at 7.30 pm p.m.

Approved.....

Date.....

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

### **A 48. Felpham Footpaths**

#### **PROW map circulated to all councillors.**

Email received from Geoff Farrell:

*First thing is to check on the condition of the network in Felpham. So that the three organizations start off with equal knowledge, my suggestion was/is that people from FPC and the FVCS join the Access Ranger on the 2023 inspection. The Access Ranger for our area does an inspection every 15 months. This means that over four years, the network is seen in every season. The next one Felpham is 10/1/2023. The Ranger is Louise Gandolfi and in the normal run of things, she would contact the Clerk in the run up to the inspection date.*

*If improvements are identified, and they don't fall within WSCC's criteria, then we can discuss whether they are for FPC and FVCS.*

### **Aldingbourne Rife Clean Up**

This has been postponed for the present time.

Following the Planning Committee meeting, email sent to the Environment Agency to request management plan.

### **A 38. Community Verges**

Email sent to councillors by Councillor Graham Matthews.

Email received from Felpham resident and circulated to councillors.

### **A 51. Spring Bulbs**

Arun District Council Officers have confirmed that they should be able to support the request for the supply of some bulbs and agree the open space opposite Tesco express would be a good area for planting.

As per the previous Allotments and Open Spaces meeting, I have confirmed that councillors will be happy to plant these.

I have also contacted the Young Offenders who have kindly agreed to assist with this.

### **Site 6 Tree Planting**

Arun District Council officers have confirmed that the fenced area beside the Community Hall is public space.

Quotations requested and received from two mature tree specialists to include a mix of the following mature trees:



Fagus syl. 'Atropurpurea      Acer plat. 'Emerald Queen'      Carpinus betulus      Tilia cordata

Jon Bray, Tree Warden has recommended areas and suitable trees for planting and contact made with Arun District Council for their approval.

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

Update forwarded to councillors by Clerk.

**A 52. FAGS**

Requested details of the committee sent to Clerk and circulated to councillors.

**A 53. KGV**

Updates from Oliver Handson (Arun District Council) forwarded to all councillors.

**Binsted Hedge**

Maintenance is now required to this area which is heavily overgrown with brambles (see picture) and residents have contacted the office with concerns as shown. Quotation below for works to be carried out by the Felpham Parish Council Tree Warden before Christmas:



**There is a lot of heavy bramble growth to tackle, in order to get back to the main fence line - around 3-4ft deep and over 6ft high in most places - see pics attached. So alongside, hedge cutting the top and sides of the hawthorn hedge by the jubilee bench, it'll be a two man job. With disposal of waste, looking at £595.00 (to cover labour, fuel and waste removal).**

**Arun District Council Economy Committee Meeting 22<sup>nd</sup> November 2022 –**

Agenda item to discuss provision of additional beach huts in Arun District including Longbrook Park and the promenade adjacent to Butlins.