

DRAFT SUBJECT TO APPROVAL OF MAIN COUNCIL ON 7TH MARCH 2023

**MINUTES OF THE MEETING OF THE
ALLOTMENTS & OPEN SPACES COMMITTEE
HELD AT FELPHAM COMMUNITY HALL FELPHAM
21ST FEBRUARY 2023 6.15pm**

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

Maureen Chaffe was present in the public gallery.

A 103. APOLOGIES FOR ABSENCE:

FAGS representatives

A 104. DECLARATIONS OF INTEREST:

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

A 105. QUESTION TIME FROM MEMBERS OF THE PUBLIC

None

A 106. CORRESPONDENCE/ANNOUNCEMENTS:

None

**A 107. TO RECEIVE THE MINUTES OF THE ALLOTMENTS & OPEN SPACES
COMMITTEE MEETING OF 17TH JANUARY 2023:**

These minutes were agreed as a true and accurate record. These were ratified by Main Council at its meeting on 3rd January 2023.

A 108. CLERK'S REPORT:

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

A 109. FELPHAM ALLOTMENTS AND GARDENS SOCIETY REPORT:

FAGS had sent in a report which was circulated to all councillors.

A 110. MEDIUM TO LONG TERM STRATEGIC UPDATES/INFORMATION ON ARUN DISTRICT COUNCIL OPERATED OUTDOOR AREAS:

These had been distributed to all councillors prior to the meeting.

A 111. MONTHLY UPDATE ON LONGBROOK PARK, KING GEORGE V & OLD RECTORY GARDENS:

Longbrook Park play equipment has now been installed.

A 112. REPORT BY TREE WARDEN

The Clerk outlined the tree planting that had recently taken place on the Blakes Mead Estate and throughout Felpham in this financial year.

Councillor Paul English proposed that a Felpham Parish Council King Charles coronation plaque be purchased and installed beside the tree in the public fenced area outside the Community Hall. This was seconded by Councillor Bob Budd and unanimously agreed.

Clerk/Assistant Clerk to send details of all trees and other assets to Maureen Chaffe to be added to Parish mapping.

A 113. POLLINATOR PATHWAY INITIATIVE

Councillors discussed this initiative and possible associated signage.

Clerk to email West Sussex County Council to ascertain whether the current Community Road Verge can be designated as a Pollinator Pathway and whether there is any associated signage available. Links and information then to be placed on Felpham Parish Council website.

A 114. TO AGREE THE ANNUAL ALLOTMENT RENT INCREASE

In line with allotment agreements, Councillor Paul English proposed a rent increase of 5% from 1st April 2023. This was seconded by Councillor Dave Smart and unanimously agreed.

The Clerk advised councillors that recent plot inspections had taken place and that warning letters had been issued regarding the state of some plots at St. Michael's Allotments. Complaints had been received regarding four plots where there had been a prolonged lack of maintenance and where rubbish was piled attracting vermin. Photographs had been circulated to councillors of the areas. This rubbish was not removed from site but instead placed in a poly tunnel.

In line with allotment agreements stating that plots must be clean, free from weeds and in a good state of cultivation and fertility, Councillor Dave Smart proposed that notice be given that two of the four plots (as designated by Felpham Parish Council) are to be returned and offered to residents on the waiting list. This was seconded by Councillor Gloria Moss and unanimously agreed.

Councillor Dave Smart proposed that 14 days' notice be issued to remove all rubbish from the site and notification given that in line with the annual agreement, compensation from the Cultivator by virtue of section 4 of the Allotments Act 1950 in respect of any deterioration of the land caused by the failure of the Cultivator to maintain the land clean and in good state of cultivation and fertility, will be sought unless all rubbish is removed within the given timeframe. This was seconded by Councillor Gloria Moss and agreed by councillors with one abstention by Councillor Anne Barker.

Clerk/Assistant Clerk to place list of rules on the St. Michael's noticeboard.

A 115. MATTERS OF URGENT PUBLIC IMPORTANCE – PREVIOUSLY AGREED WITH THE CHAIRMAN:

Councillor Graham Matthews outlined the contents of an email circulated to all councillors regarding the history of the planning applications preceding the Outdoor Sports Provision Report submitted for discussion at the Arun District Council Environment Committee meeting due to take place on Monday 27th February.

Councillors were very concerned that no consultation had taken place with Felpham Parish Council or Felpham residents.

Councillor Anne Barker to attend the Environment Committee meeting on 27th February and ask a question on behalf of Felpham Parish Council.

Councillor Graham Matthews commended Councillor Paul English for his representation of Felpham residents at a recent Arun District Council meeting.

A 116. DATE OF NEXT MEETING: Tuesday 21st March 2023 18:15

The meeting closed at 19.10 pm

Approved.....

Date.....

Allotments and Open Spaces Clerk's Report Feb 2023 Minutes

Allotment Plots

Rates last year for plots were £25.95 small, £36.70 large.

Suggested 5% increase to £27.20 small) and £38.50 (large) rounded down to nearest 10p.

Some allotment plots at St. Michael's are not being maintained properly and in accordance with the annual agreement and warnings have been issued.

FAGS Report to FPC (Allotments and Green Spaces)

There are at present 30 on the waiting list and we have two quarter plots, recently given up, which we are in the process of allocating.

The new plot holders have gained access to their plots and for the most part have started the first job of digging prior to planting. Most of the other plot holders have been digging and clearing over the winter and any that have taken the winter off are now making use of the reasonable weather to catch up.

A lot of plot holders have taken advantage of Barfoot's offer of spent coir grow bags (which they used to grow chillies) and have driven over to Almonington to load up with the bags. Now many plots have covered growing areas with coir (a useful soil improver).

The community plot is progressing well. It has been dug over, and paths and compost bins organised.

We have had regular committee meetings over the winter and have arranged a working party for a Saturday in March when we will have a shredder to clear all the winter prunings and a skip to remove all unwanted rubbish before the growing season.

The winter draws to a close as the weather warms up and plants start to emerge into the sunlight. The grass is growing, giving us another job to do and weed seeds are starting to shoot. So the planning time is over and the hard work of growing veg begins.