

DRAFT SUBJECT TO THE APPROVAL OF MAIN COUNCIL ON 6th MARCH 2018.
MINUTES OF THE MEETING OF THE
BLAKE'S MEAD DEVELOPMENT COMMITTEE
HELD AT THE FELPHAM COMMUNITY HALL, MEADEN WAY, FELPHAM
MONDAY 26th FEBRUARY 2018.

PRESENT: Councillors - G Matthews, M Copeland, A Burrows, D Smart & Mrs R Kissell.

Lay Member: Eileen Inwood - Blake's Mead Community Association.

BMD 113. APOLOGIES FOR ABSENCE:

Apologies had been received from Councillors Mrs G Moss & P English.

BMD 114. ABSENT WITHOUT APOLOGIES:

There were no absences without apology.

BMD 115. DECLARATIONS OF INTEREST:

All Felpham Parish Councillors present declared personal interests in Agenda Items 8 - 11 and requested that it be recorded in the minutes that they would be taking part in any debate and voting on these items (should it be necessary) as authorised by Felpham Parish Council in its determination of 2nd June 2015.

BMD 116. CORRESPONDENCE/ANNOUNCEMENTS:

(i) WSCC – in precis, the following had been advised to the Council:

- The road adoption agreement is in place for Phase 1 and the roads will be adopted when the road adoption agreement for Phase 2 is signed and the roads within the latter are adopted.
- Phase 3 – this phase of the development is split into two sites. The design of the access roads in the first site are substantially agreed – the design of the roads in the second site have not been agreed. Therefore the road adoption agreements for the two sites are not in place, currently.
- Phase 4 – the design of the roads within this phase are in the process of being agreed and all being well, the road adoption agreement could be put in place later this year.
- Phase 5 – the roads within this phase could be adopted at some point next year/the following year.

There had been no other correspondence received and no announcements to make.

BMD 117. QUESTION TIME:

There were 5 members of the public present.

- (a) A question was raised as to whether the Committee were aware of anywhere that the BMCA could place a noticeboard. The Clerk suggested that they contact Arun District Council to determine if there was any space that they owned that could be used. Councillor Copeland suggested that social media would be more effective than using a noticeboard for the dissemination of information.
- (b) Mr White asked if the Council knew the reason for the hold up on the adoption of roads on Phase 3. Councillor Copeland believed that there was an issue around Bovis being reticent to talk to WSCC on this.

It was agreed by the Committee that any further questions could be raised as and when, during the course of the meeting.

BMD 118. TO RECEIVE THE MINUTES OF THE BLAKE'S MEAD DEVELOPMENT COMMITTEE MEETING HELD ON 29th JANUARY 2018:

These were agreed as a true and accurate record of the meeting and were presented to Main Council on the 6th February 2018 for approval and ratification.

BMD 119. MATTERS ARISING:

There were no matters arising.

BMD 120. AGENDA ITEMS FOR THE NEXT JWAAC MEETING (date tbc):

There were no new agenda items proposed.

BMD 121. BDW UPDATE OF BLAKE'S MEAD MATTERS/ISSUES:

Report of the Blake's Mead Community Association (BMCA):

The following update had been received from Eileen Inwood:

General Meeting was held on Tuesday 13 February @ 8.00pm. The new committee members were welcomed and following discussed:

- a) Dog fouling; noted that Arun District Council had agreed to survey site and FPC to confirm additional bins – 4 expected. Members were asked to suggest locations.
- b) Sussex Fire Brigade have confirmed that all hydrants in full working order
- c) Drifters – Photographic evidence needed, reports to 101.
- d) Request for upgrades to paths on estate by fully tarmacking e.g pedestrian access from Phase 1 to Flansham Lane only via muddy pathway/across grass.

Task Group – have had constructive meeting with Bartley Management and now have a better understanding of their role on Phases 1, 2, 4 & 5. Steve Mousdale (MD of Bartley) was at the BMCA meeting and explained their role to

residents and answered questions. It is hoped to arrange a meeting with Gateway with regard to Phase 3. Greenbelt – anticipated that invoices will arrive in March.

Events Sub-Committee – Helen has meet with Worthing Homes who agreed to support 4 childrens' parties. She has also applied for grants from Co-Op Community support / West Sussex County Council Community Grant / Lotto / Robertson Activity Grant.

Summer evening event planned for Horse Racing with Ploughman's supper, Steve Mousdale (Bartley MD) has agreed to sponsor this event.

Date of next meeting – Tuesday tbc @ 8.00pm

Councillor G Matthews advised that he had attended the last Blake's Mead Community Association meeting and updated them on issues relating to the development from the Council.

Councillor Matthews appraised and updated those present, from Blake's Mead, on the latest issues relating to the development.

(b) Community Hall Manager's Report:

"22nd January 2018 – 22nd February 2018

Social media has been very active and there are more added photos of the Hall and its various activities now they're in occupation The response continues to be fantastic and I am still regularly showing prospective users our facility and confirming bookings as a result of social media interest. Web Page now on Felpham Parish Councils main page is bringing enquires too.

Bookings so far have been good with Main Hall Bookings for:
WellFit class Monday morning and Just Jive and Sign Language on Monday night.

Slimming World Tuesday for 6hrs in the evening with approx.120 customers.
Baby Sensory in the morning (now extended to 3hrs) and Sama Karate Wednesday evening.

Scouts (Beavers) (Felpham 2nd Scout Group) and Sign Language Thursday Evening.

Yummy Mummies Friday Mornings.

Saturday mornings Rugby Tots (weekly) and Bric a Brac Auction taking several hours once monthly.

Rooms are booked and used regularly. More daytime bookings for rooms being sought, Dementia Support taking 2 rooms once monthly.

The local resident's association are holding their bi monthly meetings with us and are planning a big list of events with bookings confirmed on many dates throughout the year.

We've had several children's parties booked and I've made many appointments to see people in the immediate future regarding ongoing Business Training. I have met with Worthing Homes and will be meeting other Community Organisations soon. Continued discussions with WSCC, Arun and Sussex Police regarding potential Youth Clubs and SCL Ltd regarding ongoing daytime classes for 16-18 year olds.

January income down due to slow return from Christmas Break by hirers - current space occupancy rates (14%). Looking to increase this with various daytime usages. January income currently @ £2901.90 for the month (slow start to January due to Christmas/New Year etc. Projecting £3132.88 for February (shorter month) and a more regular amount, currently upwards of £3200 for March and slightly increasing ongoing, constantly searching for new hirers to boost this month on month with a few things in the pipeline.

I've been updating social media regularly and have added the Skedda Booking system details to it with pricing to accompany the availability.

Chair racks: now preschool is in place we are using 1 of the 2 spare racks, we have 1 chair rack which will probably remain unused in the store room, these have been only used very sparingly and are surplus to requirements, I've made enquires with the supplier and they cannot and do not want them as they are built, "used" and unsaleable by them? No luck with selling them yet but I will continue to try to sell it to other local halls or on eBay/facebook, wanting to realise the highest price.

Snagging list prepared for Arun and Barrett's. Reilly's Construction have been out to investigate works to be done including flooring work, the flooring contractors accompanied them and agree some flooring finishes were substandard. They are planning to visit and complete flooring remedial works imminently by appointment (likely to be March 1st 2nd)".

Doug Millen.

(c) Occupations on Blake's Mead (as of February 2018):

Grand Totals (Occupied to date): 744

- Open Market Units (OMU) -392
- Affordable Units (AU) – 206
- Bovis Open Market Units (BOMU) – 146

By Phase (occupied to date):

- Phase 1 – 89 (OMU) – 38 (AU)
- Phase 2 – 107 (OMU) – 38 (AU)
- Phase 3 - 146 (BOMU) – 63 (AU)
- Phases 4&5 – 196 (OMU) – 67 (AU)

The issue of the school site was raised and **it was agreed that the Clerk would contact the County Councillor (Ms H Flynn) to ascertain the current position on the school site.**

BMD 122. BLAKE'S MEAD AREAS OF RESPONSIBILITY:

As requested, at the last meeting, the Clerk had produced an areas of responsibility list, which had been distributed to all Councillors with their agendas for this meeting, and a copy sent to the BMCA.

It was agreed that copies of this be placed on the Council's web site, that a map be produced to identify the individual areas and that a copy of the

list be placed on the Community Hall noticeboard.

BMD 123. COMMUNITY GOVERNANCE REVIEW – PROCESS FOR BOUNDARY CHANGE:

The Clerk had circulated to all Councillors, prior to the meeting, a copy of the report that had gone to ADC's Full Council on 10th January 2018. From that meeting it had been resolved that a Community Governance Review be carried out to change the Parish boundaries of Felpham and Yapton Parish Councils (so that all areas of Blake's Mead lie within the Felpham Parish boundary).

BMD 124. COMMUNITY FACILITY – UPDATE:

There was no further update to give over and above what had been reported in the Community Hall Manager's report.

BMD 125. MATTERS OF URGENT PUBLIC IMPORTANCE:

- (1) **Stanhorn Grove** – the Clerk was requested to contact the developers to ascertain why wheel washers were not in place for vehicles accessing and leaving the football pitch/school area and as a consequence considerable amounts of mud were being left on the road, in Stanhorn Grove particularly.

There were no other matters of urgent public importance.

BMD 126. DATE OF NEXT MEETING:

The date of the next meeting – **Monday 26th March 2018 at 6.15 p.m.**

The meeting closed at 6.52 p.m.

Approved.....Date