

DRAFT SUBJECT TO APPROVAL OF MAIN COUNCIL ON 2nd OCTOBER 2018.

**MINUTES OF THE MEETING OF THE
ALLOTMENTS & OPEN SPACES COMMITTEE
HELD AT FELPHAM COMMUNITY HALL FELPHAM
17th SEPTEMBER 2018**

PRESENT: Councillors: D Smart, Mrs J Wild, Miss A Barker & G Grundy.

Councillor G Matthews was substituting for Councillor Mrs G Moss.

Val Parfoot – Felpham Allotments & Gardens Society.

Glen Powell – Felpham Village Conservation Society.

A 67. APOLOGIES FOR ABSENCE:

Apologies had been received from Councillors P English, M Rumsey and Mrs G Moss.

A 68. ABSENCE WITHOUT APOLOGIES:

Councillor D Chuter was absent without apology.

There were no other absences without apology.

A 69. DECLARATIONS OF INTEREST:

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

A 70. QUESTION TIME:

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

A 71. CORRESPONDENCE/ANNOUNCEMENTS:

There was no correspondence or announcements to report, that would not be dealt with during the course of this meeting.

A 72. TO RECEIVE THE MINUTES OF THE ALLOTMENTS & OPEN SPACES COMMITTEE MEETING 20th AUGUST 2018:

These minutes were agreed as a true and accurate record. These had been ratified and approved by Main Council at its meeting of 4th September 2018.

A 73. MATTERS ARISING:

Councillor G Grundy sought clarification on the Binsted Pond issue. He was advised that this issue would be discussed further in the meeting under Agenda Item 12 – Facilities Conditions Report. He also referred to the Parish Boundary shown on the Parish Online mapping system which he felt showed the school site and football pitch to already be within the Felpham Parish boundary. He was advised on this that the area on Site 6 earmarked for the possible school and adult football pitch were definitely within the parish of Yapton, currently.

Councillor Ms A Barker queried the co-terminosity between the two references to possible future Allotment sites in the Improvements to Street Scene and Open Spaces Review table. The reasons for this were explained.

There were no other matters arising.

A 74. AGENDA ITEMS FOR THE NEXT JWAAC (31st OCTOBER 2018) & JWAAC H&T MEETINGS (Date tbc):

There were no proposals or items to put forward, at this time.

A 75. FELPHAM ALLOTMENTS AND GARDENS SOCIETY REPORT:

Val Parfoot of FAGS was in attendance and reported the following:

“13 newcomers (4 want a deferred start), 5 plot holder’s requests and 9 non-parish.

17 plot holders and committee members attended the Work Party on Saturday 15th September.

The old loo shed has been adapted to a mower shed and placed into one of the manure bays. The rest of the manure bay is now being used as the wheelbarrow park. We still have one large manure bay which we consider to be adequate.

Work has started to make the disabled access to the new loo; more grants may be pursued to continue this project.

We will be moving the access gates back by approximately one car length, this will help drivers to get off the pavement whilst opening and closing the gates. The cost of doing this will be £300.00 plus the amounts required to make some fencing either side.

All but two plot holders are closing the gate now. Both plot holders have been given termination notices. One has replied to his letter; we will discuss his reply at our meeting. We have previously sent him emails, a letter and spoken to him to explain our reasons for shutting the gate. He did still refuse, it appears from his reply that he will now conform but still uses threatening language. I believe my committee may be split about our response to him. The other plot holder has not answered our letter.

We are in the process of dealing with renewal letters and have contacted plot holders; there is natural movement at this time of the year with plot holders giving up, wanting smaller plots etc.

The Cabin has been painted with a mural of flowers; it looks very professional and certainly makes the container look more attractive.

On a personal note, I will have served three years as the chairman of FAGS. During that time I am proud to have brought about great improvements and a shift in the culture of allotments to make them more inclusive. Downview School have included their visits to the allotments on their curriculum. We now have excellent documented procedures and my replacement will be in a good position to ensure smooth running of the allotments.

I will not stand for re-election but will remain on the committee, probably fund raising for a while”.

A 76. ST MICHAEL’S ALLOTMENT SITE REPORT:

Glenn Powell reported the following:

- Over the summer period a walkaround of the site with FPC had been undertaken. Two new large plots had been identified and it was suggested that these be made into 4 smaller plots.
- Security issues continue – trespassing continues with the pilfering of produce being the primary issue. Glen advised that the pedestrian gate will be repaired after someone had try to scale the security fencing on 16th September.
- The grass cutting regime is proving to be very successful.
- The car park area surface is still to be looked at.
- An autumn work party would take place on Saturday 20th October 2018.
- The beach hut is still to be completed – currently base only is in place.
- FVCS would like to sow some grass seed this autumn. FPC to pay?
- The 3 year plan for the site to be investigated further.

A 77. CONCERNS RE-ALLOTMENTS AT FELPHAM WAY (FAGS SITE):

This agenda item had subsequently been withdrawn from the agenda by Councillor Mrs J Wild prior to the meeting.

A 78. FACILITIES CONDITION REPORT:

Drygrounds Lane – as stated at the last meeting, litter pick to be chased up.

Planters – as stated at the last meeting – watering to be updated on.

Binsted Avenue pond area – awaiting on the Chairmen of the Committee and Council to arrange a meeting with local residents, around the Site, before progressing an application for Watershed Funding to clear and reinstate the watercourse between the two ponds.

The Clerk reported that the **Grassmere Parade** area was in a neat and tidy condition.

Fisherman's Gardens – as reported at the last meeting there was a need to repair the pergola, for safety reasons. The Council had received a quote for the work from Bognor Regis Town Force for the sum of £316.38 + VAT. The meeting was reminded that under the Council's Standing Orders that items under £500 can be made without recourse to Main Council, on the following basis "the Clerk in conjunction with the Chairman of the Council or Chairman of the appropriate Committee can authorise payments for any items below £500. Such authority is to be evidenced by a Minute".

In this respect the Clerk advised that should the Committee so wish to accept the quote received it could and the work could be carried out immediately.

It was proposed by Councillor D Smart seconded by Councillor Mrs J Wild and on an unanimous vote the quote for the repair of the pergola at Fisherman's Gardens was accepted.

A 79. IMPROVEMENTS TO STREET SCENE AND OPEN SPACES REVIEW.

(a) Work In Progress.

<i>Item</i>	<i>Current status</i>	<i>Action</i>
<i>Allotments general</i>	<i>Press for additional allotment sites in north of Parish.</i>	<i>Liaise with ADC as and when possible sites are identified. This is perceived as a long term proposal and</i>

		<i>possibly unlikely to occur.</i>
Binsted Pond area	Potential encroachment by builders	<i>Extend hedge</i>
Further Allotment Sites	Identification and approach to landowners etc with regard to area earmarked for school on Site 6 proposal and land above Downview school	<i>Currently WSCC are carrying out the process for inviting proposals/interest for a new school.</i>
King George V Playing Fields	Management Plan prepared by ADC	<i>Management Plan for 2014-2024 received by Council.</i>
Longbrook Park	General improvements and possible vegetated shingle project.	<i>Management Plan for 2012-2022 received by Council.</i>
Fisherman's Gardens & The Lobster Pot Area	All in a state of good repair	<i>Ongoing</i>

**A 80. LONGBROOK PARK, KING GEORGE V & OLD RECTORY GARDENS
 UPDATES:**

In the Clerk's absence no contact had been made with ADC officers during the summer holiday period and therefore there were no updates to report on the above areas.

Councillor Ms A Barker advised that the pond at Old Rectory Gardens was filled with rubbish and growth. The Clerk advised that he would contact ADC on this.

A 81. TREES: REPORT BY TREE WARDEN:

The Tree Wardens had advised that there was nothing new to report since the last meeting.

**A 82. MATTERS OF URGENT PUBLIC IMPORTANCE – PREVIOUSLY
 AGREED WITH THE CHAIRMAN:**

There were no matters of urgent public importance.

A 83. DATE OF NEXT MEETING: 15th OCTOBER 2018.

The meeting closed at 7.10 p.m.

Approved.....

Date.....