

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

**MINUTES OF THE MEETING OF THE
BLAKE'S MEAD DEVELOPMENT COMMITTEE
HELD AT THE FELPHAM COMMUNITY HALL, MEADEN WAY, FELPHAM
MONDAY 24th SEPTEMBER 2018.**

PRESENT: Councillors - G Matthews, Mrs G Moss, D Smart, G Hewlett,
Miss A Barker & M Rumsey.

Councillor Mrs R Kissell was also in attendance in the public gallery.

BMD 52. APOLOGIES FOR ABSENCE:

Councillors M Copeland & P English.

Lay-Member: Eileen Inwood.

No other apologies had been received.

BMD 53. ABSENT WITHOUT APOLOGIES:

There were no absences without apology.

BMD 54. DECLARATIONS OF INTEREST:

All Felpham Parish Councillors present declared personal interests in Agenda Items 8-9 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 55. CORRESPONDENCE/ANNOUNCEMENTS:

- (i) Various questions raised by Councillor G Matthews with ADC regarding Blake's Mead – these were as follows and the responses are in bold italic:

1 Dual use path from Shirley Drive to A259.

This path was known as North track and now according to Google Turkey Way, the entire length of the path is supposed to be dual use but the signs erected only indicate F/P. There are no dual use signs leading to cyclists being questioned as to why they are using it. Google are aware of the problem re the name Turkey Way.

[Anthony Baker] This is a matter for West Sussex County Council public rights of way as they deal with the signage. The contact that I have is jonathan.perks@westsussex.gov.uk He is dealing with this footpath at the moment.

2. Following the Art Trail presentation can you please advise as to when this work will start.

[Anthony Baker] I anticipate the first piece being installed by the end of October, if not sooner. I have asked Simon for a confirmation and I will advise you once he has replied. UPDATE: The installation date will be at the beginning of October.

3. The playing field adjacent to Wellers Close has now been completed some months but is still yet to be opened. Have BDW indicated as to when it will be inspected by ROSPA.

[Anthony Baker] It has been inspected by The Play Inspection Company on the 8th August and there were a couple of low-risk remedials that needed to be carried out. I have progressed this with BDW this afternoon and I am awaiting a reply.

4. Full Size Football Pitch to the West of Blakesmead.

There does not appear to be any work being progressed on this but I believe that it should have been completed before now. I assume that if work were to start shortly the pitch would not be available until the 2019 season at the earliest.

[Anthony Baker] I am awaiting a response regarding this facility from BDW; I have chased them again on this matter and I will reply to you as soon as I hear anything.

5. Have you any further update on the proposed school site.

[Anthony Baker] This is a WSCC site and, as such, I am not privy to their decisions.

**6 Football Pitch to the rear of the Felpham Community Building
Again can you please give an update.**

[Anthony Baker] The maintenance period ends this week; I will confirm that all obligations have been met and that the pitch is in a fit condition for transfer. I will then initiated the transfer process.

- (ii)** Footpath 154 & North Track, Felpham - the Council have been advised that the line of FP 154 is about to change and that the certificate to finalise the Diversion Order is imminent – the changes will only become legal once the certificate has been issued.
- (iii)** The Council have been advised that the Summerly Lane mini roundabout proposals will be presented to the JWAAC H&T Sub-Committee meeting on the 25th September 2018, with a recommendation for approval.

There was no other correspondence received or announcements to make.

BMD 55. QUESTION TIME:

There was 1 member of the public present.

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

BMD 56. TO RECEIVE THE MINUTES OF THE BLAKE'S MEAD DEVELOPMENT COMMITTEE MEETING HELD ON 28th AUGUST 2018:

These were agreed as a true and accurate record of the meeting and had been presented to Main Council on the 4th September 2018 for approval and ratification.

BMD 57. MATTERS ARISING:

There were no matters arising.

BMD 58. AGENDA ITEMS FOR THE NEXT JWAAC MEETING and JWAAC H&T SUB-COMMITTEE (31/10/18 for the former, the latter date 25/09/18):

The Administration Assistant to the Clerk had raised the question of ADC, with regard to recycling from rubbish bins to WSCC, to go on the agenda as she had been in touch with Margo Bennet of Cleansing at Arun District Council who replied that nothing was in place as yet. Councillor Mrs J Wild will raise this at the next JWAAC meeting. It had also been agreed that the issue of non-domestic recycling bins within Adur be raised.

There were no other new agenda items proposed.

BMD 59. BDW UPDATE OF BLAKE'S MEAD MATTERS/ISSUES:

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

Eileen Inwood had sent her apologies – and therefore there was no report to receive.

Councillor G Matthews reported back on the last BMCA meeting held on the 11th September 2018. His report was as follows:

“ Before the meeting I spoke about its activities as I had been requested to speak. I covered the following:

the importance of the BMCA continuing.

the importance of Neighbourhood Watch (currently there were none on the development).

the importance of phoning 101/999 as and when items/issues arise.

It was stated that the BMCA would try to carry on, but at this time without a Chairperson.

They have split the Association into Phase teams:

Phase 1 - they understood that roads and green spaces had already been adopted. Green spaces had been but roads not at this time, but they would be in the near future, as had been confirmed by the County Councillor. BMCA have a group of neighbours working towards ensuring that spaces including the pond remain clean and tidy.

Phase 2 - working together with phase 1

Phase 3 (Bovis phase) - two residents together with John White are planning to bring their group together to resolve outstanding issues with Bovis Homes.

Latest news was that work was ongoing in Meaden Way with a view to resurfacing, in the new future, at which time Meaden Way would be closed almost certainly for a whole day. This work was part of the preparation for road adoption. The Council have been advised that the date for this is Wednesday 3rd October 2018.

Phases 4/5 - there was no representation from this area of the development, currently.

Cllr Graham Matthews
24/9/18

(b) Community Hall Manager's Report: September 2018

1. Finance

a. Income – Gain/ Loss - last month & forecast for the rest of the year – Income to 23rd September is £3607, up on a quiet August due to Summer Break (£2342), but down on July @ £3663.19 (down due to preschool only returning on 5/9, increasing ongoing to a revised estimate from approximate £4200 due to returning classes and Rise 'n' Shine (Breakfast and After School Club) being in residence from 5th September.

b. Expenses – ongoing utilities, repair and upkeep has been passed to Reilly's and Barratts this month due to the minor defect and repairs being their issue (Blinds and drains). Broken glass pane paid for by ADC, repair arranged by myself (changing room external door). Annual gas inspection instructed @£85. No major anticipated costs only general decoration (much is now done by Reilly's part of final snagging).

c. Projections - constantly searching for new hirers to boost income month on, taking a projected annual income to now over £54,000 per annum

2. Building – final snagging list drawn up (with Glen Hewlett) and submitted to Tim Mitchell at Reilly's Builders, works have begun and are nearing completion (subject to sign off).

3. Bookings

Prospects – negotiating with Dizzy Ducklings for extended hours to 2.30pm from 1pm, additional Martial Arts School and Dog Training. Daily Breakfast and After School Club now resident from September having been Ofsted inspected. The Hall hosted a Drama Summer Camp.

Lost Bookings – Dementia Support (2hrs once per month due to Rise 'n' Shine and Dizzy Ducklings hours extending), quieter due to Summer break but all bookings continuing and returning throughout September. **It was reported that the Council had found alternative accommodation for Dementia Support.**

Marketing – FREE Social Media channels and email. Now breakfast and afterschool club in occupation space offering is a little limited.

Doug Millen – Community Hall Manager.

BMD 60. COMMUNITY FACILITY – UPDATE:

Final snagging list drawn up (with Councillor Glen Hewlett) and submitted to Tim Mitchell at Reilly's Builders. It was reported that nearly all the snagging issues had been dealt with but there were still some outstanding that were being chased by ADC and the Parish Council. Councillor G Hewlett outlined the current situation with regard to the snagging issues and the current remedies/status being implemented.

There was nothing else new to add to what had already been reported previously in the meeting.

BMD 61. MATTERS OF URGENT PUBLIC IMPORTANCE:

It was announced that this was the penultimate meeting of this Committee. All matters relating to this Committee would from November be predominantly (but not entirely) reported to the Finance & Administration Committee (with regard to the Community Hall) and the Allotments & Open Spaces Committee (with regard to outside open spaces and facilities).

There were no other matters of urgent public importance.

Date of next meeting: 22nd October 2018 at 6.15 p.m.

The meeting closed at 6.55 p.m.

Approved.....Date

