

DRAFT SUBJECT TO THE APPROVAL OF MAIN COUNCIL ON 6th NOVEMBER 2018.

**MINUTES OF THE MEETING OF THE
BLAKE'S MEAD DEVELOPMENT COMMITTEE
HELD AT THE FELPHAM COMMUNITY HALL, MEADEN WAY, FELPHAM
MONDAY 22nd OCTOBER 2018.**

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

BMD 62. APOLOGIES FOR ABSENCE:

Councillor P English.

Lay-Member: Eileen Inwood.

No other apologies had been received.

BMD 63. ABSENT WITHOUT APOLOGIES:

There were no absences without apology.

BMD 64. 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 65. CORRESPONDENCE/ANNOUNCEMENTS:

- (i) Arun District Council** – as previously advised to all Councillors the revised date for ADC to take over the open spaces and outside facilities on Blake's Mead, from the developers, is expected not now to be until the end of this year.
- (ii)** The Council have been advised that the Blake's Mead Community Association are trying to restructure themselves, at this time. This will be discussed further at their next meeting which is due to be held during November 2018.

There was no other correspondence received or announcements to make.

BMD 66. 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 67. TO RECEIVE THE MINUTES OF THE BLAKE'S MEAD DEVELOPMENT COMMITTEE MEETING HELD ON 24th SEPTEMBER 2018:

These were agreed as a true and accurate record of the meeting and had been presented to Main Council on the 2nd October 2018 for approval and ratification.

BMD 68. MATTERS ARISING:

BMD 55 (ii) – Councillor D Smart referred to the response he had received with regard to street lights on one of the paths to school. This had been:

“As explained below there is an issue of consultation with adjoining residents due to the visual impact these may have but if they all supported the installation then issues such as maintenance and running costs would have to be considered. Generally it is street lights within the Highway Boundary that have their running costs and maintenance covered by WSCC. Whilst the route we have been discussing is currently a public footpath it does not form part of the maintainable public highway, such as footways and carriageways nearby. Because of this maintenance and running costs would have to be considered carefully.

Having discussed this with my colleagues there is the suggestion that the Parish Council could take on maintenance and running costs of any street lighting, if WSCC were to install lights as part of any scheme, as this is what happens in some other parishes and towns in West Sussex (I believe Bognor Town Council do this themselves). At this stage on-going maintenance and running costs aren't known, and this would be clearer as more detail is developed with this scheme but in principle would you have a view as to whether this is something the Parish Council would consider? There are lots of unknowns with this proposal, as previously explained, but at this stage I am trying to get a view as to what might be acceptable from all parties so we can be as prepared as possible when we start to undertake our options appraisal at the start of the 2019/20 financial year.

I look forward to hearing back in due course with your thoughts on this and will stay in touch as this scheme develops”.

There were no other matters arising.

BMD 69. AGENDA ITEMS FOR THE NEXT JWAAC MEETING and JWAAC H&T SUB-COMMITTEE:

The Council was awaiting the dates for the above meetings for 2019.

There were no agenda items proposed.

BMD 70. BDW UPDATE OF BLAKE'S MEAD MATTERS/ISSUES:

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

See above information at Minute BMD 65 (ii).

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

1.Finance

a. Income – Gain/ Loss - last month & forecast for the rest of the year – Income to 22nd October is £4117, up on September's £3607, on target for the estimated monthly £4200 projections. .

b.Expenses – ongoing utilities, repair and upkeep – room dividing doors between rooms 1&2 are stuck in an open position, its seems a roller mechanism has broken? The installers (Beehive) are coming to repair and service them on 22/10 to avoid inconvenience to Dizzy Ducklings, cost is £550 + VAT + parts (out of 12 month warranty by a few months).

c.No other major anticipated costs only general decoration (much is now done by Reilly's part of final snagging). Snagging is yet to be fully signed off but works are nearing completion with only the ceiling of the conference room and Parish office blind outstanding. Conference room Shutter hatch doors now in place and Owl shelf installed (£487 + VAT). Sound proofing will be added at no charge to rear of doors when Main Hall sound proofing installed.

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

2.Building – final snagging list drawn up (with Glen Hewlett) and submitted to Tim Mitchell at Reilly's Builders. Inspection done and majority of works have begun and are nearing completion (subject to sign off). Drainage seems rectified having had a new external chamber installed. (again, tbc and subject to sign off).

3.Bookings

a.Prospects – another dance club class (Jive, Jazz, Salsa) looking to take Just Jive's Monday session from January (see below). Dizzy Ducklings have extended hours to 2.30pm from 1pm at additional £80 per month, Martial Arts School now in place on Friday. Daily Breakfast and After School Club now resident from September having been Ofsted inspected. They are looking for exclusivity of the room at additional cost (Parish meeting night excluded). This is currently not possible due to other long term bookings but may become possible in time and thus increasing income. Potentially running classes during half term. HOOP UK (wellbeing charity) have several fitness sessions and

meetings booked. NHS nursing training looking to book several all-day Thursday Sessions, tbc.

b.Lost Bookings – Just Jive at the end of November (vacant 3/12), moving to RAFA Club in Bognor Regis Town Centre for wooden sprung floor and licensed bar facilities

c.Marketing – FREE Social Media channels and email. Now breakfast and afterschool club in occupation and Dizzy Ducklings hours extended space offering is a little limited but I am looking for corporates (NHS etc) to fill the daytime hall void hours

Doug Millen – Community Hall Manager.

BMD 71. COMMUNITY FACILITY – UPDATE:

There was nothing new to add from what had been reported at the last meeting.

BMD 72. MATTERS OF URGENT PUBLIC IMPORTANCE:

Councillors were reminded that this was the last meeting of this Committee and that all matters relating to this Committee would from next month 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).

The Chairman of the Council wished to register his and the Council's appreciation for all the work that Councillor Graham Matthews had carried out as the Chairman of this Committee and the work done on behalf of the residents of Blake's Mead.

There were no other matters of urgent public importance.

The meeting closed at 6.28 p.m.

Approved.....Date