

DRAFT SUBJECT TO APPROVAL OF MAIN COUNCIL ON 5th FEBRUARY 2019.

**MINUTES OF THE MEETING OF THE
ALLOTMENTS & OPEN SPACES COMMITTEE
HELD AT FELPHAM COMMUNITY HALL FELPHAM
22nd JANUARY 2019**

PRESENT: Councillors: Mrs J Wild, M Rumsey, Mrs G Moss, Miss A Barker,
G Grundy, P English & D Smart.

John Austin and Geraldine Whitehead – FAGS.

Steve Alderton – Tree Warden.

Councillor G Matthews was in the public gallery.

A 136. APOLOGIES FOR ABSENCE:

Glen Powell – Felpham Village Conservation Society, Councillor P English.

No other apologies had been received.

A 137. ABSENCE WITHOUT APOLOGIES:

There were no absences without apology.

A 138. DECLARATIONS OF INTEREST:

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

A 139. QUESTION TIME:

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

A 140. CORRESPONDENCE/ANNOUNCEMENTS:

(a) WSCC Rights of Way Routine Inspection and Maintenance Schedule –
the Parish Council had received notification that the next planned inspection and maintenance on Public Rights of Way in Felpham would be carried out during April 2020.

There was no other correspondence or announcements to report.

A 141. TO RECEIVE THE MINUTES OF THE ALLOTMENTS & OPEN SPACES COMMITTEE MEETING 17th DECEMBER 2018:

These minutes were agreed as a true and accurate record. These had been ratified and approved by Main Council at its meeting of 8th January 2019.

A 142. MATTERS ARISING:

There were no matters arising, that would not be covered by, or under, the agenda items for this meeting.

A 143. AGENDA ITEMS FOR THE NEXT JWAAC (6th FEBRUARY 2019):

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

A 144. FELPHAM ALLOTMENTS AND GARDENS SOCIETY REPORT:

John Austin and Geraldine Whitehead of FAGS reported the following:

- We have had the first meeting of the new Felpham Allotments Committee and Val Parfoot has handed over most of her duties. She is now only responsible for fund raising and school liaison. Geraldine and I are now acting as liaison with the Parish Council in all matters connected to Felpham allotments.
- We have a healthy waiting list for plots both from Felpham residents and those from other nearby areas, as well as some new enthusiasts who have taken over from retiring holders. There are 9 Felpham residents on the list and 16 non-parish residents.
- We have two 5 rod plots available which we hope will soon be occupied and we have one plot out of service which needs a mare's tail clean up.
- The good weather has encouraged many plot holders to continue to tidy up their plots ready for winter.
- We hope we can work with Felpham Parish Council and St Michael's to make the Felpham area allotments successful and happy places for all the enthusiastic Felpham residents who enjoy growing veg!

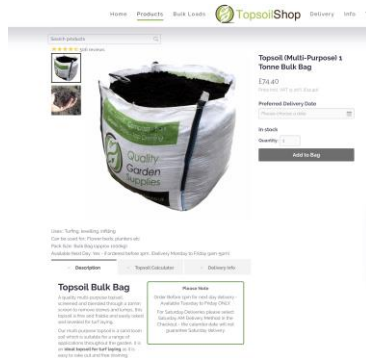
A 145. ST MICHAEL'S ALLOTMENT SITE REPORT:

Glenn Powell was absent from the meeting but had submitted the following report (on behalf of the Felpham Village Conservation Society):

St Michael's Allotments report. January 2019

All is still well at St Michael's. All plots let and lots of winter activity. The recent dry spell has been perfect for digging and tidying. We have helped a couple of new people with advice and some practical help, mainly to do with weed control. It's this that often puts new people off. No alternative but to dig! But because some plots were in a real state having not been let for some time, they need help.

First winter cut has been done and has no doubt encouraged plotholders who see the common areas being looked after. Next one in February/March. Although we have already purchased the grass seed, we decided in the end to wait till spring before sowing. When we do so we will close off the relevant tracks/pathways but enable plot holders to reach their plots of course. We realise that the seed sowing will be much more effective if we had some topsoil. We would have to purchase this. We estimate 2 bags at £74.20 per 1ton bag ie. £148.40. Research show that TopSoil Shop online is the best value with free delivery. They also use a smaller truck that can access St Michaels.



The Environment Agency cannot now use our parking area for their lorries and equipment for reed clearing as the new central road island means they can't turn into the gate. This has meant that the usual churning up of the car park area did not occur this year. And presumably won't in the future. They are accessing further up the Rife. However, that means they can only work at low water to get under the bridges. They started our stretch but then couldn't finish. I believe the council has contacted them re the situation as the reeds are quite dense. When they do this, we will again spread out the cut reeds to continue the reed bank we started last year.

GailfordTry have given us the extra fencing panels. We will use these to complete the security fencing along the ditch at the back. This border is

still accessible in dry summer weather when there is no water in the ditch. Our contact has also said that they are still proposing to do the turning circle, but we don't yet have final confirmation. We still live in hope! Despite the changed circumstances with the Environment Agency it would still be good to have this work done.

We are in the middle of pruning the fruit trees on the path up to the bee area. These had become very overgrown and were making access difficult to the bee keeper. It is best done whilst the bees are inactive. There is only one bee keeper now when there could be two so we are on the lookout for another.

We still need to get a cost on the boxes and blocks to keep a control on the rat problem.

We have spoken with the tree warden and hope to get some more mature hawthorn hedging to add to the hawthorn hedge at the Butlins end. It would be good to get this done – the cost is £4.29 per plant. We suggest a minimum of 20 plants at a cost of £89.58. We would plant at the next working party.

We had a really busy work party on January 19th with a great turnout despite the damp conditions. The next work party will be on March 16th. The Open Day and plant sale will be on May 18th



FVCS Allotments and Hanging Baskets Group

January 2019

A vote was taken regarding the purchasing of the topsoil and the hawthorns – it was unanimously agreed by all Councillors present at the meeting that both of these should be purchased.

A 146. FACILITIES CONDITION REPORT:

Drygrounds Lane – the Clerk advised that he had contacted Millstone Landscapes for a quote for the annual work carried out on the site.

Planters – all in very good condition. Signs have been affixed to these stating that they had been provided by the Parish Council.

Binsted Avenue pond area – the removal of part of the fencing at the site to allow potential Contractor's access had now been completed by the Tree

Wardens. The Clerk advised that the contractors who had been approached with regard to these works had been chased up to determine their interest in providing the Council with a quote/estimate.

Latest email from Paul Cann suggests that unless the owners of 28 Outerwyke Road are on board – there is little point in progressing at this stage. He has left a card to ask them to contact him.

The Clerk reported that the **Grassmere Parade** area was in a neat and tidy condition. A gap where a bush had died is being looked at as to which suitable plant should fill this.

Fisherman’s Gardens – nothing new to report. The proposed Contract for the carrying out the maintenance of this site (from April 2019 and for the next three years) was due to be discussed under a separate agenda item later on in the meeting. Councillor D Smart reported that a bush was overgrowing on one of the benches – this will be trimmed back.

A 147. 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 possibly unlikely to occur.</i>
<i>Binsted Pond area</i>	<i>Potential encroachment by builders</i>	<i>Extend hedge</i>
<i>Further Allotment Sites</i>	<i>Identification and approach to landowners etc with regard to area earmarked for school on Site 6 proposal and land above Downview school</i>	<i>Currently WSCC are carrying out the process for inviting proposals/interest for a new school. Therefore until such time as a decision is made this will be on hold.</i>
<i>King George V Playing Fields</i>	<i>Management Plan prepared by ADC</i>	<i>Management Plan for 2014-2024 received by Council.</i>
<i>Longbrook Park</i>	<i>General improvements and possible vegetated shingle project.</i>	<i>Management Plan for 2012-2022 received by Council.</i>
<i>Fisherman’s Gardens & The</i>	<i>All in a state of good repair – however a bush is overgrowing one of the</i>	<i>Ongoing – the bush will be trimmed back so as not to</i>

Lobster Pot Area	benches	<i>obscure the bench in question.</i>
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**A 148. LONGBROOK PARK, KING GEORGE V & OLD RECTORY GARDENS
UPDATES:**

(i) **King George V** – Neil O'Connor of ADC had reported that all had been quiet on this site over the last month.

(ii) **Longbrook Park** –

(a) Andy Camp (Snook's Corner Group) – “Over the period, Arun DC have completed their winter tidying up exercise. They have weeded the area opposite the Sea Cadets HQ and have planted some spring bulbs too. They have also repaired the fence by the Rife which had been broken.

Snook's Corner Group have continued with their monthly, Sunday morning litter picking work and we planted around 750 daffodil bulbs at the end of October on the Sea Road Greenward.

We are in the process of signing an agreement with Arun Property and Estates Department which will enable the Group to work on the area surrounding the toilets at the corner of Sea Road, having now been granted permission to put the boat there. Hopefully, work can commence shortly.

A small working party (of 2) took place on Sunday 13th January where we coppiced the tree shoots on the Rife bank near to Longbrook Park.

We are looking forward to seeing all the crocuses and daffodils which have been planted over the past 18 months to be in flower in the next few weeks”.

(b) Anthony Baker (ADC) – “recent works as follows:

- Shrub and hedge maintenance carried out in park and area adjacent to the sea cadets hut.
- Bulbs planted in area adjacent to sea cadets hut.
- Fence repaired near the sub-station.
- Fire/BBQ sites cleared.

As you are hopefully aware, there is an enquiry from FPC regarding provision of BBQs on the site”.

- (iii) **Old Rectory Gardens** – James Jones-MacFarland (ADC) had reported the following to the Parish Council:

“We are applying for a Green Flag Award for Old Rectory Gardens for 2019/20 in partnership with Friends of Old Rectory Gardens. This will be Arun’s 5th if successful.

To ensure that we meet the necessary standards we shall shortly be starting the following work;

- Replanting; ornamental pond & round borders
- Selective scrub clearance
- Selective whip tree planting in woodland area
- Replacement bins
- Two new picnic benches
- Investigate options to install electric main to provide power for future events, pond fountain and replacement lights
- Replacement signage, including FOORG information
- Designs for site interpretation
- Proposals for increased provisions for outdoor learning

One of my hopes is to hold a public meeting with relevant stakeholders to brainstorm some joint aspirations for the gardens which can then form part of the management and action plan. Clearly I’d like the parish council to be involved in this process. My aim is to be in a position to propose this meeting for some time in early April ahead of judging in May/June”.

The Clerk also advised that further to contacting Joe Russell-Wells at ADC with regard to the street lights, the Parish Council had been advised that the Property and Estates Team at ADC were dealing with this matter. The Council’s e-mail had been forwarded to them so that they could provide the latest position on this work.

A 149. TREES: REPORT BY TREE WARDEN:

Report by Steve Alderton:

- 11 trees have been replaced with new posts and straps, 3 trees in The Grove, 1 in Downview Road, 4 in Outerwyke Road, 2 in Westmorland Drive and 1 in Summerley Road. These are a mixture of Cherries and Rowans and we have 4 trees stored at St Michael’s Allotments in case of loss due to damage or not taking.

Councillor D Smart asked the Admin Asst to the Clerk to check with WSCC that any footpath near these trees would not involve any damage – due to widening work etc.

A 150. DRAFT FISHERMAN’S GARDENS MAINTENANCE CONTRACT:

The Clerk had distributed, to all Councillors, with their agendas for this meeting, a draft maintenance contract for discussion. This was to enable a tendering process for works on the site for the next three years (from April 2019) to be carried out. The meeting was requested to make any amendments/additions etc so that the document could be agreed prior to going out to interested parties. The Clerk suggested that these be the current contractor, Ross Fisher, the Bognor Regis Town Force and Coastal Landscapes (who currently carried out maintenance work for the Council at Grassmere Parade).

After discussion it was RESOLVED that the contract needed to be read thoroughly – and so this would go to the next Allotments and Open Spaces Committee meeting – and that the agreed contractors list, to quote for the work, be confirmed. All members agreed.

A 151. BUSINESS AT THE CHAIRMAN’S DISCRETION:

Councillor D Smart had attended the recent Solar Farm meeting at Lidsey along with Councillor G Matthews and stated that this shouldn’t have any impact on Felpham Parish.

There was no other business at the Chairman’s discretion.

A 152. MATTERS OF URGENT PUBLIC IMPORTANCE – PREVIOUSLY AGREED WITH THE CHAIRMAN:

There were no matters of urgent public importance.

A 153. DATE OF NEXT MEETING: 19th FEBRUARY 2019.

The meeting closed at 6.55p.m.

Approved.....

Date.....

