

DRAFT SUBJECT TO APPROVAL OF MAIN COUNCIL ON 4th JUNE 2019.

**MINUTES OF THE MEETING OF THE
ALLOTMENTS & OPEN SPACES COMMITTEE
HELD AT FELPHAM COMMUNITY HALL FELPHAM
28th MAY 2019**

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

John Austin & Geraldine Whitehead – FAGS representatives.

Steve Alderton – Tree Warden.

A 1. APOLOGIES FOR ABSENCE:

Apologies had been received from Councillor P English who was attending a JWAAC & H&T meeting.

Glenn Powell – FVCS & St Michael's Allotment Site representative.

A 2. ABSENCE WITHOUT APOLOGIES:

There were no absences without apology.

A 3. ELECTION OF CHAIRMAN:

It was decided to defer this agenda item to the next Allotments & Open Spaces Committee on 18th June 2019.

A 4. ELECTION OF VICE-CHAIRMAN:

Councillor Mrs J Wild was nominated by Councillor D Smart, this was seconded by Councillor Mrs G Moss. There were no other nominations received.

On a unanimous vote Councillor Mrs J Wild was duly elected as the Vice-Chairman of this Committee for municipal year 2019/20.

A 5. DECLARATIONS OF INTEREST:

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

A 6. QUESTION TIME:

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

A 7. CORRESPONDENCE/ANNOUNCEMENTS:

(a) *Tree Care on Roundle Estate* – the Council had received an e-mail from a Roundle resident with regard to a tree that she believed the Parish Council had planted, many years ago, and was now causing a hazard because of it overhanging the footway. The Clerk had responded that whilst the Council may have planted the tree, as it was on the highway/footway, would have had to have the permission of WSCC. In this respect he believed that therefore any ongoing maintenance issues with regard to trees would be the responsibility of the County Council.

(b) *Land at Entrance to Felpham (Butlin's Roundabout)* – a representative of the Felpham Village Conservation Society (FVCS) had written to ADC with regard to this area and to what could be done to alleviate the current situation of cars parking on the grassed area. As Councillors were aware there had already been various correspondence on this between FPC and ADC and the possibility mooted by ADC that low level railings may be installed.

The representative of the FVCS had suggested that they, subject to confirmation, may contribute. In this respect the meeting was requested as to whether or not it wished to follow the example of the FVCS and consider a contribution, in principle only, at this stage, towards a project to resolve the issue.

It was RESOLVED that to agree to ADC funding and installing the fencing in principle, but to ask Paul Broggi how much the cost would be and if FVCS were contributing at all. Felpham Parish Council may re-look in to a possible contribution in the future. Admin Assistant to the Clerk to email Paul Broggi regarding the above comments.

(c) *Update from Councillor Mrs J Wild* on the footpath issue on farmland between Bognor Regis, Bersted and Felpham: Landowners to be served with a writ.

There was no other correspondence to report.

A 8. TO RECEIVE THE MINUTES OF THE ALLOTMENTS & OPEN SPACES COMMITTEE MEETING 19th MARCH 2019:

These minutes were agreed as a true and accurate record. These had already been ratified by Main Council at its meeting of 2nd April 2019.

A 9. MATTERS ARISING:

There were no other matters arising, that had not already been reported to Main Council on 2nd April 2019.

A 10. AGENDA ITEMS FOR THE NEXT JWAAC & JWAAC H&T MEETINGS:

Added to the agenda a request to discuss the recent vandalism in Felpham. Admin Assistant to the Clerk to email Jack Caine at WSCC to include this.

There were no other proposals at this time.

A 11. FELPHAM ALLOTMENTS AND GARDENS SOCIETY REPORT:

John Austin & Geraldine Whitehead of FAGS were in attendance and reported the following:

- The work party held on March 22nd was very well attended with a lot of tidying up and the hedge cut, all the cuttings and a lot of plot holders' woody items went through the hired shredder. The resulting chippings have been used for paths and mulching. All the workers were sustained by a BBQ run by Ron Hand.
- The plant sale on April 27th was successful with many plants, provided by Ron, and also some other plot holders'. Tea, coffee and cake were also provided.
- The allotments are joining the 'Felpham Open Gardens' event on June 8th and the village hall has been booked for the AGM on November 19th.
- Two artists have approached the committee for permission to visit the allotments periodically to produce some artwork 'Nature over the Seasons'. The committee have given them permission and they have been doing some preliminary sketching.
- The council did contact us with a date when they would cut the hedge but did not appear on the said date. We have contacted them for an update.

- Four plot holders have volunteered to help with weed control advice and they are holding a meeting to discuss further action.
- We have one quarter plot vacant although it should be occupied this week. One other half plot needs a mare's tail clean up which we hope to do at the next working party. The waiting list has 7 Felpham residents, 5 deferred start, 1 plot holder request and 22 non Felpham residents.
- Our newly acquired rotovator has been fully serviced before being put into use and we have purchased two much needed new mowers.
- We have done two plot inspections during the last two months. A couple of plot holders were contacted last month and have responded and this month we have only had a couple of issues to raise.
- Everything is starting to grow including, unfortunately, the weeds, which didn't seem to mind the cold spell. A lot of the more delicate plants had to be held back because of the unseasonable cold and now that the weather is warm enough, the lack of rain is causing problems for the new plants.

We gardeners are never satisfied.

A 12. ST MICHAEL'S ALLOTMENT SITE REPORT:

(i) Report from FVCS Representative (Glenn Powell): this had been sent in by Glenn as he was unable to attend the meeting:

- The May Open Morning and Plant Sale was a great success with around 100 visitors being a mix of plot holders, general public and FVCS members. We were delighted with the support from F.A.G.S. who had promoted the event to their plot holders. Some of their committee members even pitched in to help us when we were obviously inundated. The Society raised about £150 combined plants and teas, and this will be put back into the Allotments during the summer. We have already installed a raised flower bed by the beach hut and are planning to buy daffodil bulbs for the banks.
- The whole site was tidied for the Open Morning and most plots are now in really good shape and being worked. We had many compliments on the change from previous times and we were keen to stress that this had been as a result of joint action by both the Parish Council and the Conservation Society.
- The hawthorn hedging from last year is progressing, but it will take time for them to come to maturity.
- We have started to put down the grass seed and topsoil paid for by Felpham Parish Council but have decided not to use this on the main track as this must be used continuously by the bee keepers. We will complete other pathways and use some of it for the back area.

- We still have wood chippings delivered as plot holders like these for pathways and mulch. Anyone is welcome to come and help themselves. We have arranged for well-rotted manure to be delivered for this autumn. There may be a small charge of £20 a load.
- We continue to be pleased with the grass cutting contractor who does a constant job on all thoroughfares and pathways. It sets the tone for the whole site.
- The hanging baskets went up on Thursday 23rd May. It was with the help of Conservation members and St Michael's plot holders who have embraced the idea of having their site participate in brightening up Felpham. Snooks Corner Group also helped and continue to pay their contribution to the extra baskets.
- We had several requests from plot holders from the back of the site asking if we would investigate extending the water pipes to include two more standpipes. Clearly this needs to be done through the Council who have started the process of at least seeing how much it might cost. Obviously, it can only happen if the cost can be kept down to a reasonable amount. In discussion with one of the plumbers, pressure can be maintained by using a bigger gauge of piping for the new section.
- Having erected the beach hut earlier in the year we are now planning its restoration which will entail stripping the paint off, replacing rotted woodwork and repainting. The paint stripping will be done in an environmentally friendly way and all the old paint will be collected to prevent it getting into the ground and affecting wildlife. We have one member who is experienced and one plot holder who is a keen conservationist and is going to oversee the exercise!

Councillor D Smart informed the Committee that there will be a Site Inspection in July.

A 13. FACILITIES CONDITION REPORT:

Drygrounds Lane – no visit made since last meeting.

Planters – all in a good condition.

Binsted Avenue pond area – Awaiting contact back from Sue Furlong and Paul Cann re: advising the residents of No. 28 of potential enforcement action due to failure of responding to letters.

Grassmere Parade - remains in a clean and tidy condition.

A 14. 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 possible 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.</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 Lobster Pot Area</i>	<i>All in a state of good repair</i>	<i>Ongoing</i>

A 15. LONGBROOK PARK, KING GEORGE V & OLD RECTORY GARDENS UPDATES:

King George V & Longbrook Parks – Neil O'Connor from ADC, had reported that all was quiet at the moment on King George V playing fields.

Anthony Baker of ADC had reported that he had nothing new to report on Longbrook Park, currently. Councillor G Matthews reported that a piece of equipment on the Trim Trail was sinking into the ground and that he had reported this to Anthony Baker of ADC who was looking to repair this as soon as possible.

Andy Camp of the Snook's Corner Community had reported the following: *"The Snook's Corner boat at the corner of Sea Road and Felpham Road has really taken shape over the last month or so, with the addition of many plants in the boat itself and the surrounding soil. There are also many of last year's wild seeds which have come through again - so we shall soon be seen many poppies in flower too. The area is being watered regularly.*

Efforts have been made to weed around the buddleias and tulip bulbs planted by Arun DC near to Sea Road car park opposite to the Sea Cadets HQ - so that they can see daylight. Another effort will be made in the next couple of weeks.

Work has also taken place on the shale bed near to the sea wall in Longbrook Park. The idea is to restore the original boundary of the "vegetative area", remove weeds and then add more plants, in the hope of increasing the variety of plants on display and the interest of the public.

We are also looking forward to helping our friends in FVCS to put up the hanging baskets along Sea Road and into the village on Thursday 23rd May.

Old Rectory Gardens – James Jones-McFarland of ADC reported that ADC had now hosted the Green Flag Award judges at Old Rectory Gardens and that they appeared impressed by recent achievements. Results will be known in mid-July. He also reported that upcoming actions include:

- Power for new SSE box to pond, lamps and new power supply for events.
- Minor footpath repairs.
- New benches.
- Brainstorming session to decide future use of woodland area.
- Design proposals for on-site interpretation.

A 16. TREES: REPORT BY TREE WARDEN:

Steve Alderton was in attendance and advised the meeting that there was nothing new to report apart from a large dead tree that had been removed in Outerwyke Road. He asked if he could contact 3 contractors for quotes to remove trees in the future as the work was too much for him and Rohan to do on their own. It was agreed that Steve could contact these for help.

A 17. MATTERS OF URGENT PUBLIC IMPORTANCE – PREVIOUSLY AGREED WITH THE CHAIRMAN:

There were no matters of urgent public importance.

A 18. DATE OF NEXT MEETING: 18th JUNE 2019.

The meeting closed at 7.00 p.m.

Approved.....

Date.....