

**DRAFT SUBJECT TO APPROVAL OF MAIN COUNCIL ON 3<sup>rd</sup> SEPTEMBER 2019.**

**MINUTES OF THE MEETING OF THE  
ALLOTMENTS & OPEN SPACES COMMITTEE  
HELD AT FELPHAM COMMUNITY HALL FELPHAM  
20<sup>th</sup> AUGUST 2019**

**PRESENT:** Councillors: P English, G Grundy, Miss A Barker, D Smart, M Rumsey,  
G Matthews and Mrs J Wild.

***Councillor Mrs J Wild was asked to Chair the meeting due to Councillor P English contacting the office to advise he would be arriving late. He duly arrived at 6:30pm and requested that Councillor Mrs J Wild carry on with the Chairing – she was happy to do this.***

Geraldine Whitehead – FAGS representative.

Steve Alderton – Tree Warden.

**A 52. APOLOGIES FOR ABSENCE:**

Apologies had been received from Councillors: G Matthews – due to annual leave, Mrs G Moss – due to a prior engagement.

Apologies had been received from Glenn Powell – Felpham Village Conservation Society & St Michael's Allotments Site – due to other commitments.

Apologies had been sent by John Austin – FAGS representative – due to annual leave.

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**A 53. ABSENCE WITHOUT APOLOGIES:**

There were no absences without apology.

**A 54. DECLARATIONS OF INTEREST:**

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

**A 55. QUESTION TIME:**

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

**A 56. CORRESPONDENCE/ANNOUNCEMENTS:**

There was no correspondence to report.

**A 57. TO RECEIVE THE MINUTES OF THE ALLOTMENTS & OPEN SPACES COMMITTEE MEETING 16<sup>th</sup> JULY 2019:**

These minutes were agreed as a true and accurate record. These are due to be ratified by Main Council at its meeting on 3<sup>rd</sup> September 2019.

**A 58. MATTERS ARISING:**

**A47:** Councillor Miss A Barker requested that the **Greenswards/Seafront** be added under the agenda item: **IMPROVEMENTS TO STREET SCENE AND OPEN SPACES REVIEW:** as she wished to highlight the difficulty wheelchair users, people with prams and young children have opening the gate to the now fenced off Western Greensward. Councillor G Grundy raised the issue of dog fouling after Environmental Enforcement Officers employed by Arun District Council were seen having an 'education day' on the Seafront/Promenade/Greenswards. Admin Assistant to the Clerk to contact ADC to clarify both issues.

It was agreed to add Greenswards/Seafront under the Improvements to Street Scene and Open Spaces Review agenda item.

**A48:** As all avenues to find out who the bench belongs to next to Oldcorns had been exhausted, it was decided that 3 quotes should be obtained to replace the missing slat and make the bench safe for use. Admin Assistant to the Clerk to action this in time for the next meeting 17th September.

**A48:** Admin Assistant to the Clerk to write to ADC regarding the replacement of the Lifebelt after Councillor Miss A Barker raised the question.

There were no other matters arising.

**A 59. AGENDA ITEMS FOR THE NEXT JWAAC MEETING – 28<sup>th</sup> NOVEMBER 2019:**

There were no proposals at this time, only those that were already on the agenda.

**A 60. FELPHAM ALLOTMENTS AND GARDENS SOCIETY REPORT:**

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

“We have no plots vacant and the waiting list has 6 Felpham residents, 5 deferred start, 1 plot holder request and 24 non Felpham residents. We are not taking any further non Felpham residents on the waiting list at present. Most plots are being well tended and some support and guidance has been given to a few plot holders to encourage them to learn more about horticulture and maintaining a plot.

Arrangements have been made for the Summer BBQ for allotment holders in August and we are hoping for good weather.

Discussions took place at the committee meeting about the Community plot initiative and the Water Irrigation Project and it was decided that the water was the first priority.

It was decided that we would have our next working party in October to help clear up after the main growing season.

The strong wind of a week ago did not cause too much damage although a lot of the climbing beans are now not climbing or have had to be re-staked and a lot of fruit has fallen.

So far this season has produced an excellent harvest in all areas, long may it continue”.

**A 61. ST MICHAEL’S ALLOTMENT SITE REPORT:**

**Report from FVCS Representative (Glenn Powell): -**

St Michael’s Allotments Report August 2019

This is a happy time with plot-holders reaping the rewards of their hard work. It’s also time to be keeping on top of weeds and this is a duty on all plot-holders particularly with regard to their neighbours. The problem is that the weeds seed over other plots. Most plots are in good order, but it is evident that some are not being worked properly. We are reporting bad cases to the council who are writing to the relevant plotholders.

Grass mowing is being done regularly and the whole site is generally looking good. One problem the contractor has is plot-holders leaving material blocking the pathways and, in some cases, leaving stones to affect the mowers.

The pest control measures worked and the squirrel plague has abated for the time being. We will need to revisit this issue next spring to ensure we don’t have a repeat.

We have finally got round to reseeding pathways where needed and these are grassing up well. We have used all the topsoil but still have some seed in reserve. We have not seeded the track as this is in constant use and would not take. We will however use more chippings to infill them.

FVCS are spending the takings from the Plant sale on daffodils and bulbs for the St Michael's perimeter. We will plant these up in October.

There is lots of tidying to do and work parties are planned for October and November and then February and April. Third Saturday of the month.

The baskets in Felpham village have generally weathered the heat, wind and rain. We are currently carrying out mid-season maintenance and have taken down a couple to refit and replanting a couple near the front that have particularly suffered. The salt wind is the main problem this year. This is particularly evident when looking at the trees surrounding St Michaels where the windward side has turned the leaves brown very early in the season. Baskets will come down late October depending on weather.

Glenn Powell  
Felpham Village Conservation Society  
20/08/2019

## **A 62. FACILITIES CONDITION REPORT:**

Councillor D Smart had carried out a visual inspection of the areas below on the 19<sup>th</sup> August 2019 and reported the following:

**Drygrounds Lane** – the road/pavements were clear with no rubbish visible. The hedge is maintained back level with the kerb edge. There is a brick wall over a small ditch at the far end of the lane that does look as though it could do with some repair but I am unsure who has responsibility for this. Access to the footpath is clear although the footpath itself will need regular vegetation control to ensure free passage for users of the path.

**Fisherman's Gardens** – the general area appeared in good order. The area was clean and the benches appeared in a good state of repair. The pergola was in good condition as was the memorial bench. Gravel was evenly distributed across the area. No areas required attention.

**Longbrook Park** – the park appeared clean and tidy. The grass was an acceptable level. All equipment was in place and available for use. The lifebelt was in position. No areas required attention.

**Old Rectory Gardens** – The gardens appeared clean and tidy. No signs of rubbish. All vegetation appeared well managed and the grass was at an acceptable height. No areas required attention.

Other reports:

**Planters** – all in a good condition.

**Grassmere Parade** – in a clean and tidy condition.

**Binsted Avenue pond area** – quotes were being obtained to reduce the height of the hedge on the site. To date two have been received. Updates still awaited from Paul Cann (ADC) and Sue Furlong (WSCC) with regard to ponds and water courses.

**KGV** – All is in good order.

#### **A 63. 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>Update from ADC requested.</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>
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. Ongoing management.	<i>Currently WSCC are carrying out the process for inviting proposals/interest for a new school. Councillor Mrs J Wild in lead on this.</i>
Binsted Pond area	Potential encroachment by builders.	<i>Extend hedge – report from Tree Warden due.</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>
Greenswards/Seafront		

**A 64. LONGBROOK PARK, KING GEORGE V & OLD RECTORY GARDENS  
UPDATES:**

**King George V & Longbrook Parks** – Neil O'Connor from ADC reported the following:

"The Bognor Kite Festival will be on site between 22/8 and 28/8 for the bank holiday weekend event.

Metal detecting has now been banned entirely from the site after the damage caused from digging. Arun District Council has allowed metal detecting on certain sites for a couple of decades now, but this summers damage on KGV was unacceptable. Holes are being filled, but quite often just as quickly dug back out by dogs. We will persevere to get them all filled again as quickly as possible".

**Longbrook Park** - Andy Camp of the Snook's Corner Community had reported the following:

"There is very little to report at this time.

Efforts from the group have been put into weeding and watering the boat and surrounding area in the last month".

**Old Rectory Gardens** – James Jones-McFarland of ADC reported the following:

"There's not much happening at the gardens from grounds maintenance perspective at the moment other than routine work.

Completed projects

- Flower borders redesigned and planted
- Power supply installed including provision of new events PS box
- Power has been routed to pond and lamp columns
- Confirmed Green Flag Award for the first time for the gardens
- Redecoration of lamp columns, benches and bins

Outstanding projects to be completed in the coming weeks/months

- Replacement of lamps, and switch over to mains – small delay with having to involve discussion with the conservation officer but the preferred option is in a similar style to existing – ***Councillor P English requested we find out the exact date of this as this should have been in place ages ago – Admin Assistant to contact James Jones-McFarland of ADC with regards to this.***
- Relocation of bins

- Relocation of Blakes interpretation sign – waiting for response from Blakes Society

Outstanding projects to be completed over the autumn/winter;

- New interpretation – this is in consultation with FOORG/FVCS
- Plan and commission botanical survey for 2020
- Plan and deliver habitat improvements to the informal woodland area
- Pond garden renovation
- Bulb planting
- Consideration given to additional seating
- Design and printing of new information leaflet
- Consider and implement tree succession planting”.

**After the report was read out the Committee wished to thank Mrs M Harvey on all her good work with Rectory Gardens.**

**A 65. TREES: REPORT BY TREE WARDEN:**

Steve Alderton was present at the meeting at reported the following;

- Trees in Outerwyke Road that had died due to drought conditions/poor soil will be replaced – or if a more suitable place with better soil can be found, planted there. Rohan and myself are exploring other options of varieties of tree that are more resilient.

Councillor P English suggested a ‘coppice/coppices’ to be considered on the Blake’s Mead Estate.

**A 66. MATTERS OF URGENT PUBLIC IMPORTANCE – PREVIOUSLY AGREED WITH THE CHAIRMAN:**

There were no matters of urgent public importance.

**A 67. DATE OF NEXT MEETING: 17<sup>th</sup> September 2019.**

The meeting closed at 7.15 p.m.

Approved.....

Date.....

