

**DRAFT SUBJECT TO THE APPROVAL OF MAIN COUNCIL ON
3RD MARCH 2020.**

**FELPHAM PARISH COUNCIL
MINUTES OF THE MEETING OF THE PROJECTS & RESILIENCE COMMITTEE
HELD ON TUESDAY 18TH FEBRUARY 2020 AT 7.15PM.**

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

Councillor K Watson was in the Public Gallery.

PR 165. APOLOGIES FOR ABSENCE:

No apologies had been received.

PR 166. ABSENCE WITHOUT APOLOGIES:

There were no absences without apology.

PR 167. DECLARATIONS OF INTERESTS:

There were no declarations of interests.

PR 168. PUBLIC QUESTIONS:

There were no members of the public in attendance, therefore no questions or comments were received at this point in the meeting.

**PR 169. TO RECEIVE THE MINUTES OF THE LAST MEETING HELD ON
21ST JANUARY 2020:**

The minutes of the meeting held on the 21st January 2020 were **APPROVED** as a true and an accurate record and these had been ratified by Main Council on 4th February 2020.

PR 170. MATTERS ARISING:

PR 155 - Councillor G Matthews wished to reiterate the questions raised by himself and Councillor Mrs R Kissell (please see **PR 172**).

PR 156 – Councillor Mrs J Wild raised a question regarding the dog bin numbers, Admin Asst to the Clerk replied that Margo Bennet was due to contact her when Gary Mead – Biffa Supervisor was back from Annual Leave. ***Since typing these minutes, an email has been received and forwarded to all Councillors stating that work will commence Saturday 22nd February.***

There were no other matters arising.

PR 171. CORRESPONDENCE:

There had been no correspondence to report, other than that which would be brought up within the agenda items.

PR 172. AGENDA ITEMS FOR THE NEXT JWAAC MEETING 11TH MARCH 2020:

Councillor G Matthews informed the meeting that the question on the dredging of the Rife would be addressed and that Councillor Mrs R Kissell's question regarding the A259 lighting / lightening would also be considered. Councillor G Grundy wished to raise the matter of faulty 'cats eyes' along this stretch.

The above issues would be raised at the next JWAAC meeting.

PR 173. EXTERNAL PROJECTS:

Outstanding external Projects:

Item	Current status	Action
Additional Gateway Sign for Prom – Western Gateway, Bognor Regis end.	<i>Councillor Mrs G Moss raising the question of an extra sign to be made using the 5th artwork not previously used in the last signs. Agreed. Discussion on FPC logo appearing on the sign, all agreed on the logo appearing.</i>	ADC have stated that planning permission is not required – just notification when sign will be installed as this project falls under advertising as is not illuminated. Councillor P English was concerned about eroding and what material the sign would be made from – Aluminium and Polyurethane. Councillor A Barker proposed the new sign in principle as needed to be weatherproofed, including the graphics, Councillor D Smart seconded and all unanimously agreed.
Outside BBQ's	<i>Agreed for Longbrook Park as money budgeted for.</i>	To move project on when quotes are established. Admin Assistant obtaining quotes on a basic concrete BBQ site with grill/ash collector etc.
Bins – Re-cycling etc	<i>Dan Cox from ADC leading. Margot Bennett also chased up 20th February.</i>	No contribution asked from FPC – although we have offered to contribute with possible signage to reflect this. Dan Cox and Anthony Baker to update. Recycling bins = 1 at Grassmere Parade, 1 outside the Lobster Pot and 1 outside the Boathouse Café.

Additional Hanging Baskets	<p><i>(Chased up Neoprene brackets quote – Signfix – recommended by SSE).</i></p> <p><i>Signfix have asked for the diameter of the lampposts for the brackets – waiting for SSE to supply these. Admin Assistant to chase up. (Chased up 19th February).</i></p>	<p>SSE have been contacted in the first instance for permission for 25 additional baskets on lampposts.</p> <p>(Permission now received – awaiting quote back for fittings) - from Downview Road, Felpham Way to Tesco Express roundabout. Quotes obtained from FVCS and BR Task Force.</p> <p>**</p>
3 x Additional Solar Prom Lights	<p><i>Company agreed by Council CCSOLAR to supply and install. Residents written to, to advise of positions of new lights. Sam Horwill of ADC has met with Trevor Waller of CC SOLAR to determine the final positions of the lights. *</i></p>	<p>Permission received and lights to be installed in the new year as the outside junction box will be being moved to inside the toilet block housing with the other timers to put an end to repeated vandalism. ***This has now been actioned***</p> <p>ADC dropped off the key to be kept in FPC's key cabinet. Lease being prepared by Sue Loveday's team at ADC. Lights to be installed – weather permitting week commencing 20th January.</p> <p>Lights currently being installed in the three sites approved by ADC.</p>
Replacement 'Fish' Lozenges for promenade lights	<p><i>Approached Littlehampton Welding with pictures to request an estimate. Amberley Museum, Weald & Downland and Clymping Welders to be approached also.</i></p>	<p>2 quotes received – will circulate at February's Finance meeting. Fish Lozenge has been viewed and location to determine the fixings / installation etc.</p>

It was requested that Littlehampton "Town Force" be approached for a quote for the work. **Admin Assistant to the Clerk telephoned the above and was informed that they won't be able to accommodate us on this particular type of work.

It was discussed at the meeting regarding further External Projects to resurrect the 'Community Action Plan' for Felpham – after the Neighbourhood Plan had finished being finalised. All agreed.

Councillor G Grundy asked if Bognor Town Council could be contacted to enable Felpham Parish Council's plaque to be added to the planters on the Felpham boundary that currently are being advertised by BRTC for sponsorship. It was agreed at the meeting that the Admin Asst: to the Clerk would enquire if this could be worded '**In Association with Felpham Parish Council**'. Plaques agreed and will be ordered – Erika Adams arranging for Bognor Regis Task Force to install at no charge. Admin Asst has written to Erika to thank her.

PR 174. PROJECTS FOR CONSIDERATION – INCLUDING PROMOTION:

Councillor K Watson had produced some 'litter posters' to go into the Council's 11 Noticeboards throughout the village – and to look at the possibility – after the Noticeboards have been renovated by Steve Alderton, weather permitting – the use of a coloured background inside them. Councillor J Wild proposed that these go up the next time the noticeboards would be visited with agendas and rotated as necessary to catch residents eyes regularly, Councillor D Smart seconded, this was unanimously agreed. A working group was suggested by Councillor Mrs G Moss to help Councillor K Watson move this project forward. Councillor K Watson was thanked by all the Committee members for his brilliant work on this initiative.

Councillor Mrs J Wild – requested a bin to be put by Felpham Community College a where she had recently done a litter pick. Admin Assistant to the Clerk to ask WSCC and ADC for a bin in this area.

PR 175. ANNUAL EVENTS: (FUN ON THE PROM)

Permission received to use **BOTH** greenswards, Councillor K Watson had put some possible ideas forward at the next FOTP working party on 24th March – amongst the suggestions was 'Win A Car' and 'PAWS on the PROM'.

All forms sent to ADC and lots of booking forms received into the Parish Office!

Member of the public – Rebecca Rowland suggested a dog show – this had been received well by the committee and she will be invited to our next working party.

Site visit (tbc) for vendors on Saturday 28th March.

PR 176. CLIMATE CHANGE:

Councillor Miss A Barker reiterated that Climate Awareness Week - where Schools etc. look at recycling, plastics, air quality and general climate learning – had taken place 10th – 14th February.

Member of the public – Victoria Hulatt is happy to liaise with FPC regarding the subject of Climate Change moving forward. This was well received by the Committee.

Councillor D Smart suggested to Councillors present that possible projects could be put forward to this Committee – signage for example regarding cutting engines to stop pollution. It was agreed at the last meeting that Councillors would go away and come up with more ideas on Climate Change to turn into Projects going forward.

Admin Assistant to the Clerk to determine who at ADC had been appointed as the Climate Change Officer – ***since the typing up of the minutes, Admin Asst. has been informed that this post is yet to be appointed.***

PR 177. PUBLIC ACCESS DEFIBRILLATOR(S):

Councillor Mrs G Moss reported that the Methodist Church have nearly reached their target to proceed with their purchase for their defibrillator.

PR 178. RESILIENCE:

Councillor Mrs G Moss reported that Barnham and Eastergate have shown an interest in FERG – along with Aldwick, Bersted, Climping, Rustington and Ford.

More dates and venues yet to be decided for table top sessions, role play, demonstrations etc.

FERG had been stood by – by WSCC during the recent storms to help with possible evacuation. They were then stood down. The area was Climping Caravan Park, Rope Walk.

Councillor Mrs M Harvey enquired if we have enough volunteers in the case of a stand by. Councillor Mrs G Moss assured her that there are enough people to assist. Councillor D Smart explained our role during any emergency process.

PR 179. MATTERS OF URGENT PUBLIC IMPORTANCE (with the prior consent of the Chairman):

There were no matters of urgent public importance.

PR 180. OTHER MATTERS AT CHAIRMAN'S DISCRETION:

There were no matters at the Chairman's Discretion.

PR 181. DATE OF NEXT MEETING: 17TH MARCH 2020 at 7:15pm.

The meeting closed at 8.15pm

Signed: _____

Date: _____

