

All minutes are draft and subject to approval at the next meeting

FERRING PARISH COUNCIL

Environment Liaison Committee (Advisory Powers only)

Minutes of the Environment Liaison Committee Meeting held on Monday 5th June 2023 at 7.00pm at the Village Hall

Present	Councillors	Clare Royal
		Ruth Arnold
		John Tero
		Lesley Young
		Terry Jackson
	FRSA Garden	Trevor Martin
	Conservation Group	Ed Miller
	Tree Warden	Phillip Ellis

1	Elect a Chair Councillor John Tero was elected as Committee Chairman.	
2	Elect a Vice Chair Councillor Terry Jackson was elected as Committee Vice Chair.	
3	Apologies for Absence Apologies were received from David Bettiss, Conservation Group (FCG) and Councillor Roger Elkins. The apologies were accepted.	
4	Declarations of Interest There were no declarations.	
5	Public Question Time There was one member of the public present.	
6	Terms of reference <i>(previously circulated to all committee members)</i> Following the Annual Statutory Council Meeting 15 th May 2023, minute item 09-05-2023, FPC Committee Restructure - Council RESOLVED to move forward with the new Council Committee Restructure and minute item 11-05-2023, To review the terms of reference for each Committee - It was agreed that committee terms of reference will be reviewed at the next respective committee meeting. The Environment Liaison Committee agreed the Terms of Reference with no further comments or alterations.	

7	<p>Committee Dispensation – It was resolved at the Annual Statutory Council Meeting 15th May 2023, minute item 09-05-2023 that each Committee will hold an annual budget, the budget will be agreed at next appropriate Committee Meeting</p> <p>Under the delegation by Full Council, the Committee will be authorised to spend a dispensation on any one item but not to exceed their annual budget. The expenditure must be a minuted instruction by the Committee and reported to Finance & General Purposes Committee & Full Council.</p> <p>The Committee voted for a dispensation amount of £450.00 per any one minuted item.</p>	
8	<p>To confirm the Minutes of the last Meeting held Monday 27th February 2023. The Minutes of the General Parish Issues Committee held on 27th February 2023 was approved by its Committee Members and signed by the Chairman presiding as a correct record.</p>	
9	<p>Actions update from the last meeting There was nothing to mention.</p>	
10	<p>Items for Information -</p> <ul style="list-style-type: none"> a. Admin Assistant Amanda Thomas informed the Committee that two new trees have been planted on Rife Way near the football field. These trees have been added to the Village Maintenance Contract for watering. b. As with 2022, ADC has placed temporary bins along Patterson's Walk for the summer months. 	
11	<p>Environment & Amenities</p> <p>a.& b.Warren Pond project update – Councillor John Tero updated the Committee that he had met with David Bettiss, Conservation Group at the pond to discuss removing some trees. It was suggested to wait for the winter to complete the work. Councillor John Tero suggested that he and Phillip Ellis, Tree Warden visit the site to discuss further.</p> <p>c.Memorial Stone Queen Elizabeth II – Amanda Thomas advised that the Stone Company cannot add wording to the stone. This item will be removed from future agendas.</p> <p>d.Tree at the path/lane to allotments – Amanda Thomas updated the Committee that WSCC advise that FPC own the tree and if this tree is impacting the footpath (which the path is WSCC owned), it will need to be tended to by FPC. Committee agreed to obtain a quotation to remove the tree, mend the fence and treat the root.</p> <p>e.Tennis Club Noticeboard – The Committee agreed to the Maintenance Contractor quotation at £285.60 to remove the old noticeboard and install the surplus FPC noticeboard at the Tennis Courts.</p> <p>This cost will come under dispensation for expenditure of up to £450.00 for minuted instructions as resolved at the Environment Liaison Committee Meeting 5th June 2023.</p>	<p>JT</p> <p>PO</p> <p>PO</p>

	<p>f.Pill Box – Ed Miller updated the Committee that a locksmith had been called out to open the door and supply new keys. Ed Miller asked if FPC would cover the cost for the locksmith and locks at £186.00. Committee agreed.</p> <p>This cost will come under dispensation for expenditure of up to £450.00 for minuted instructions as resolved at the Environment Liaison Committee Meeting 5th June 2023.</p> <p>g.War Memorial Flag Pole – A paper has been circulated to Committee members to consider three options with regards to the future of the flagpole. Committee agreed to go with option 3 for a new vandal proof flag pole. The Committee agreed to obtain quotations for a replacement flagpole.</p> <p>h.Bench Plaques – Councillor Lesley Young has gone to great lengths to find out more about memorial Plaques. The Council agreed to explore other possible options for a plaque memorial area.</p> <p>i.Village Signs – Councillor John Tero advised the Committee that a WSCC licence has been put up for 28 days at the proposed village sign location. The Parish Office is awaiting the quote for a replacement pole and installation.</p> <p>j.Gateway Signs - Councillor John Tero advised the Committee that a WSCC licence has been put up for 28 days at the proposed gateway signs locations. The Parish Office is awaiting the quote for the installation.</p> <p>k.Footway adjacent to Benton Weatherstone – Councillor John Tero informed the Committee that Councillor Roger Elkins is checking the land ownership. The Committee agreed to move this item onto the Roads, Community and Sports Committee.</p> <p>l.Sea Lane dual use improvements – The Committee agreed that this large project would currently be too much with the current capacity of the Council. This item will be deferred until more Councillors have been joined.</p>	<p>PO</p> <p>PO</p> <p>PO</p> <p>PO</p> <p>PO</p> <p>RE</p>
12	<p>Reports from external representatives</p> <ul style="list-style-type: none"> • FRSA Gardens – • FRSA representative Trevor Martin asked about the outcome of Phillip Ellis's visit at a tree outside Scotch Dyke, Beehive Lane. Phillip advised that the tree has a TPO and the paving could be re laid over the roots. Trevor Martin advised that the area is a trip hazzard and there is also a water hydrant above ground level. • The Committee agreed for the Parish office to write to the bus company and advise them of this situation. • Gas Mains work has started in the village, it started 2 weeks late and is anticipated to end approx 21st September. • At the last AGM the FRSA requested that the village should have a 20 mile per hour speed restriction. The Committee advised that this item would go on the agenda for the Roads, Community & Sports Committee meeting on 14th August. • It has been established that a manhole cover that is in need of repair is owned by The Little Paddocks Association. After discussions, Trevor Martin agreed to write to the Little Paddocks Association to inform them and copy in the Parish Council. 	<p>PO</p> <p>PO</p>

	<ul style="list-style-type: none"> • Conservation Group – In the absence of David Bettis, Ed Miller updated the committee with the following: <ul style="list-style-type: none"> • Water quality testing - we've bought testing equipment from the Angling Trust due to concerns about water quality in the Rife, at times of only moderate rain. We'll be testing monthly for a period of 2 years and feeding the results back to the Trust as part of their national scheme, while informing the Environment Agency if high levels of phosphates and nitrates are found. • Work parties - limited in number recently, but overgrown footpath south of the railway foot crossing cleared in last couple of weeks, with much praise from passers by, and also Sea Lane boat and surrounds tidied. Also plan to hold another work party imminently for Village Green due partly to recent fencing off of central area for pylon work - has become overgrown and weedy. • Shingle beds on Patterson's Walk at bottom of Ocean Drive looking colourful, but wooden sleepers getting very rotten in places plus one wooden upright post completely rotted off at bottom and fallen over. Needs assessing by FPC please. Councillor Terry Jackson asked Ed if he could get a quote for this work. • St Andrew's Church - they are progressing their wildflower meadow in the NE corner. Already looking good, and we have offered help to assist in their recording and monitoring (Tim Freed), plus possibly a work party later in Summer to do annual cut. • Warren Pond - John Tero should be there to update, but assessment for practical work in winter is ongoing with tree surgeons to be approached for quotes? Interpretation board - just waiting for Jenny Hawksley to complete art work, then can be manufactured. • Grass cutting by Arun? They are cutting sports pitches etc, but seem to not be cutting/ strimming surrounds in parks, plus nothing done with their wildflower beds this year (they have partially re-germinated from last year's annuals though). Does anybody know if this is all a deliberate policy, or has Ferring been forgotten? I have e mailed them but got no response. The Committee asked if the Parish Office could follow this up, check what other councils are doing. • Tree Warden – Phillip Ellis referred to less applications lately. Phillip is concerned about some applications and wondered whether FPC could speak to the Tree Officer regarding policies. 	<div>TM</div> <div>EM</div> <div>PO</div>
13	Environment Liaison Committee Finance report – Amanda Thomas advised the Committee that there have been no invoices received for this financial year to date.	
14	All about Ferring Magazine – Updates regarding the Coronation Clock and new Signs to go into a later addition.	
15	Urgent matters arising, since the preparation of this Agenda & Items to be referred to next Agenda Councillor Lesley Young informed the Committee that Google Maps had been in South Ferring updating their records.	

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16	Date of Next Meeting – Monday 25 th November 2023. Meeting closed at 8.20pm. Mrs Amanda Thomas Administration Assistant	
	Minutes approved Chairman Date	