

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 25<sup>th</sup> September 2023 at 7.00pm at the Village Hall

|         |                    |                |
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| Present | Councillors        | Clare Royal    |
|         |                    | Ruth Arnold    |
|         |                    | John Tero      |
|         |                    | Graham Bootle  |
|         |                    | Andy Walker    |
|         | FRSA Garden        | Simon Thompson |
|         | Conservation Group | Ed Miller      |
|         | Tree Warden        | Phillip Ellis  |

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| 1 | <b>Apologies for Absence</b><br>Apologies were received from Councillor Terry Jackson and Councillor Lesley Young. The apologies were accepted.   |  |
| 2 | <b>Declarations of Interest</b><br>There were no declarations.  |  |
| 3 | <b>Public Question Time</b><br>There was one member of the public present.  |  |
| 4 | <b>To confirm the Minutes of the last Meeting held Monday 5<sup>th</sup> June 2023.</b><br>The Minutes of the Environment Liaison Committee held on 5 <sup>th</sup> June 2023 was approved by its Committee Members and signed by the Chairman presiding as a correct record.   |  |
| 5 | <b>Actions update from the last meeting</b><br>There was nothing to mention.  |  |
| 6 | <b>Items for Information -</b> <ul style="list-style-type: none"><li>a. <b>WSCC Tree at railway/line path</b> - Councillor John Tero informed the Committee that the tree has been removed.</li><li>b. <b>War Memorial Flag pole</b> - Councillor John Tero confirmed that the new flag pole has been installed.</li><li>c. <b>War Memorial Paving</b> - Admin Assistant Amanda Thomas informed the committee that the paving quotation for the War Memorial has been approved and will be done before Remembrance Day.</li><li>d. <b>Gateway Signs</b> - Councillor John Tero advised that the new Gateway signs are now fitted at 3 locations in the village.</li></ul> |  |

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|   | e. <b>Village sign</b> - Admin Assistant Amanda Thomas advised that the Village Sign is to be installed by the end of the month.  |  |
| 7 | <p><b>Environment &amp; Amenities</b></p> <p><b>a. Warren Pond project update –</b></p> <p>1. <b>Information Board</b> - Councillor John Tero updated the Committee that he would be meeting David Bettiss from the Conservation Group on 26<sup>th</sup> September to decide the position for the Information Board, he invited any councillors if they wanted to attend.</p> <p>2. <b>Tree cutting</b> - The Committee agreed to the Tree cutting Quotation of £400.00. This cost will come under dispensation for expenditure of up to £450.00 for minuted instructions as resolved at the Environment Liaison Committee Meeting 5<sup>th</sup> June 2023. Councillor Clare Royal suggested that we inform the residents prior to carrying out the work.</p> <p>3. <b>Annual Clearance</b> – Ed Miller confirmed the date of 2<sup>nd</sup> November for the annual clearance and requested a skip. He also suggested that the tree cutting should be undertaken prior to the 2<sup>nd</sup> November.</p> <p><b>b. Village Green Trees</b> - The Committee agreed to the quotation for Tree cutting £220.00 in preparation for the Christmas lights. This cost will come under dispensation for expenditure of up to £450.00 for minuted instructions as resolved at the Environment Liaison Committee Meeting 5<sup>th</sup> June 2023.</p> <p><b>c. Pantiles Tree's</b> – The Committee agreed for this quotation to be recommended to Finance &amp; General Purposes meeting 2<sup>nd</sup> October 2023.</p> <p><b>d. Pantiles noticeboard</b> – Admin Assistant informed the committee that we are awaiting a quotation.</p> <p><b>e. Memorial Designs</b> – Over the years, the Parish office has been approached to put memorial plaques on benches. It has now become difficult as there are not any benches left for plaques. Therefore, the committee was asked to come up with ideas for memorials. Many ideas were discussed, this is to go back onto the agenda for the next meeting with firm ideas.</p> <p><b>f. Tree Planting Project</b> – Councillor Andy Walker presented a leaflet showing what Worthing Council are doing regarding tree planting. Andy would like to introduce a tree planting program for Ferring. Andy is going to get in touch with Adur to find out how they are running it. This item is to stay on the agenda for the next meeting.</p> <p><b>g. Kingston Parish Council request</b> – Kingston Parish Council are looking erecting signage aiming to protect nesting birds on the west side of the Rife. The committee agreed that they were happy for this to go ahead. Ed Miller from the Conservation Group informed the committee that they have offered to pay for 3 signs on the East side.<br/>(Note: Whilst it was reported 3 signs at the meeting, Ed Miller has since confirmed that it will be 2 signs)</p> <p><b>h. Trees behind Allotment land</b> – Concern regarding height and safety of the trees. Councillor John Tero agreed to go and have a look.</p> | <p>PO</p> <p>PO</p> <p>PO</p> <p>PO</p> <p>PO</p> <p>A<br/>W</p> <p>JT/<br/>PO</p> |
| 8 | <p><b>Reports from external representatives</b></p> <p><b>FRSA Gardens</b> – FRSA representative Simon Thompson updated the committee that they now have a gardener and at the end of November they will be planting perennials for colour. This is a 2/3 year plan.</p>  |  |

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| <p><b>Bus stop Beehive Lane</b> – At the last meeting held 5<sup>th</sup> June, 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.</p> <p>The Committee agreed for the Parish office to write to the bus company and advise them of this situation. The Parish Office has contacted the bus company, who advise that the bus stop has been at this location for a number of years with no reported issues and that they have no responsibility for the grass verge.</p> <p><b>Overhanging Trees</b> - Trevor Martin of the FRSA contacted the office to ask if the trees overhanging the road on Ferringham Lane could be cut back. The committee agreed for the office to write to the Managing agents.</p> <p><b>Conservation Group –</b><br/>Ed Miller reported the following:</p> <ol style="list-style-type: none"> <li>1. Work parties (now Community Projects) – are going back to regular monthly regime of first Thurs in the month to hopefully improve attendance and allow for forward planning.</li> <li>2. Recent and planned community projects as follows: Community Orchard (Glebelands) – grass raking completed at Aug date, and reasonable amount of apples available for locals to pick in next couple of weeks. Sea Lane boat and raised shingle beds on Patterson's Walk planned for project on 5/10. Warren Pond clear up planned for Thurs 2/11 (skip required please) – this will cover light work as usual, with tree surgeons hopefully completing heavier tasks as per quote. Sea Lane grass raking – had hoped to complete this month in partnership with the Good Gym as before, but lack of info from WSCC about cutting times and plans in advance has probably made this impossible to plan.</li> <li>3. Warren Pond - information board being installed in conjunction with John Tero AM Tues 26/9.</li> <li>4. Rife water testing – has continued monthly with phosphate and nitrate levels not too bad so far, and water quality currently looking Ok with no obvious pollution. Large shoal of fish probably roach has been seen recently in lower reaches of river which is good sign. Pupils from Oscar Romero will do testing on 8 November.</li> <li>5. Pill Box update – The 9in of rainwater has been emptied and the cracks in the rendering have been filled. Next job is painting the whole structure with a biocide, and a trial area with a proprietary sealant. In spring, if proved effective, to seal the rest. Then to reopen the embrasures and fit perforated metal plates for ventilation, the one in the south embrasure to be removable for viewing the beach. Stairs to be provided and some timber replaced. The estimate of the total cost is £2,000.</li> </ol> <p>There has been much interest in the project: 40 people at the bucket chain, 20 at one talk there and 30 at another. Donations £176 from the visitors. We are now exploring options for further funding. Later on we shall invite Parish Cllrs and relevant District Cllrs to a separate viewing.</p> <p>The Conservation Group has Public Liability cover for any events it organises.</p> | <p><b>PO</b></p> |
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|    | <b>Tree Warden</b> – Phillip updated the Committee and informed them that there have been very few applications since the last meeting.<br>He advised the committee that the trees being purchased in Worthing are around £200 each.  |    |
| 9  | <b>Environment Liaison Committee Finance report</b> – Amanda Thomas advised the Committee of the enhancements for this financial year....<br>Pill box locksmith & keys (June) £186.00<br>Tree at Railway line £280.00<br>Gateway signs x 3 £269.14<br>Information Board/Lecturn £530.00<br>Art Work warren pond £700.00<br>Digital Art work warren pond £76.00<br>Hampshire flag site visit £130.00<br>Gateway fitting £395.00<br>Flag Pole £2,064.90 |    |
| 10 | <b>To report Payments made by dispensation</b> ( <i>meeting minutes 5<sup>th</sup> June</i> )<br>a. <b>Tennis Club Noticeboard</b> – minute item 11e, £285.60<br>b. <b>Pill box</b> – minute item 11f, £186.00  |    |
| 11 | <b>All about Ferring Magazine</b> – Councillor John Tero suggested an article about the Information Board at Warren Pond.   | JT |
| 12 | <b>Urgent matters arising, since the preparation of this Agenda &amp; Items to be referred to next Agenda</b><br>Councillor Ruth Arnold mentioned a fallen tree south end of Sea Lane, Amanda Thomas offered to report this on ‘Love Clean Streets’<br><br>Amanda Thomas informed the Committee that the Clerk will be meeting the Chairman to discuss the Precept. Any project ideas for the next financial year, please email Amanda or John.       | PO |
| 13 | <b>Date of Next Meeting</b> – Monday 15 <sup>th</sup> January 2024.<br>Meeting closed at 8.15pm.<br>Mrs Amanda Thomas<br>Administration Assistant   |    |
|    | <b>Minutes approved</b><br><br><b>Chairman</b> ..... <b>Date</b> .....  |    |