

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 12<sup>th</sup> August 2024 at 7.00pm at the Village Hall

Present	Councillors	John Tero (Chairman)
		Lesley Young
		Graham Bootle
	Clerk	Nadine Phibbs
	District Councillor	Roger Elkins
	Conservation Group	David Bettiss
	FRSA Gardens	Simon Thompson

1	<b>Apologies for Absence</b> Apologies were received from Councillor Andy Walker.	
2	<b>Declarations of Interest</b> There were no declarations.	
	<p>Due to a number of residents attending the meeting in respect to agenda item 8, Beach Hut Proposal, Councillor John Tero, Chairman of the Committee asked the Committee members to move agenda item 8, to before agenda item 3, public question time.</p> <p>Committee members agreed to this agenda amendment.</p> <p>Following a lengthy conversation with ADC, the Clerk was able to provide the Committee and members of the public with a detailed overview of the Arun District Council (ADC) Economy Committee additional beach huts proposal. It was noted that this is a Parish/Town/ District Consultation and not a Public Consultation at this stage.</p> <p>ADC are seeking feedback by 16<sup>th</sup> August on proposals to install additional beach huts across the Arun coastline. Details of the report that describes the 10 sites currently being considered and associated plans have been circulated to Councillors.</p> <p>Due to time constraints and the request from ADC for comments by 16<sup>th</sup> August, at Full Council 15<sup>th</sup> July 2024 under minute item 15-07-2024 Urgent matters arising, since the preparation of this Agenda &amp; Items to be referred to next agenda, Councillors agreed that the Environment Liaison Committee at their meeting on 12<sup>th</sup> August would formulate a formal response and Councillors will forward their comments to the Clerk.</p>	

	Councillors comments have been collated and circulated to Committee members. For the benefit of the Committee and residents, Councillor Lesley Young read out the comments.	
3	<p><b>Public Question Time</b></p> <p>As previously mentioned, a number of public were present in respect of the ADC Beach Hut Proposal. A representative spoke on behalf of the public, thanking the Clerk and Committee for the detailed overview and information regarding the proposal and that this had addressed many of their concerns and questions.</p> <p>The representative of the public then went on to ask for advice with regards to public representations. The Clerk advised accordingly.</p> <p>As there were no further questions, the members of the public were thanked for attending the meeting and were offered that if they wished to, they could leave the meeting.</p>	
	Members of the public and District Councillor Roger Elkins left the meeting.	
4	<p><b>To confirm the Minutes of the last Meeting held Monday 10<sup>h</sup> June 2024.</b></p> <p>The Minutes of the Environment Liaison Committee held on 10<sup>th</sup> June 2024 were approved by its Committee Members and signed by the Chairman presiding as a correct record.</p>	
5	<p><b>Actions update from the last meeting</b></p> <p>None.</p>	
6	<p><b>Items for Information -</b></p> <p>a. <b>Warren Pond tree work</b> – Completed, finishing works Sept.</p>	
7	<p><b>Environment &amp; Amenities</b></p> <p>a. <b>Warren Pond</b> - Councillor John Tero informed the Committee that FPC had met with the Vice Chairman and Secretary of the Conservation Group David Bettiss and agreed a schedule of works. The Parish Office have created a spread sheet showing agreed works for the year and will issue this to the Council.</p> <p>b. <b>Warren Pond</b> – Councillor John Tero advised that an additional padlock is not required.</p> <p>c. <b>Additional Dog Bin on the Rife</b> – Admin Amanda Thomas advised the committee that a resident had requested a dog bin along the Rife. Unfortunately, this is not a viable option due to the restricted vehicular access along the Rife. It was noted that there is a dog bin at either end of the Rife.</p> <p>d. <b>Dragons Teeth at Warren Pond</b> – The Committee agreed to the quotation of</p>	PO

<p>£162.50 to clean and re paint the dragons teeth. 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>PO</b></p>
<p><b>e. Tree cutting at Village Green</b> – The Committee agreed to the quotation of £180.00 to cut the trees 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>PO</b></p>
<p><b>f. To publicise Parish projects</b> – In absence of Councillor Andy Walker, Councillor Lesley Young informed the Committee that the idea is to display plaques to inform the residents of FPC activities and projects, for example the play equipment on the village green. The Committee agreed this was a good idea and will be looked at the next meeting.</p>	
<p><b>g. Replacement Sleepers at Blue Boat</b> – Councillor John Tero informed the Committee that he had been looking at costings to replace the sleepers. Admin assistant Amanda Thomas issued him with a Task List to work on with Councillor Andy Walker.</p>	<p><b>JT/ AW</b></p>
<p><b>h. Tree issue</b> – Admin Amanda Thomas advised that this has been resolved.</p>	
<p><b>i. Wooden bus shelters</b> – Due to a misunderstanding that the Councillors are aware of regarding the original quotation, the Parish Office has circulated two further quotations to the Committee. The Committee recommended the FPC Maintenance Contractors quote for £2625.00 to paint the remaining five bus shelters to the Finance &amp; General Purposes committee meeting on 2<sup>nd</sup> September.</p>	<p><b>PO</b></p>
<p><b>j. Love Clean Streets</b> – Admin Amanda Thomas explained how the Parish Office reports tree issues, road issues etc on the Love Clean Streets app. The app is incredibly frustrating with limited communication with regards to the outcomes. The Committee agreed that the Parish Office to write to West Sussex County Councillor Roger Elkins to raise this matter.</p>	<p><b>PO</b></p>
<p><b>k. Metal Bus Shelters</b> – Full Council on 15<sup>th</sup> July 2024, RESOLVED the quotation from Shelter Solutions to remove the existing shelters and supply and fit of the replacement shelters.</p>	
<p>However, Councillor John Tero has advised Council that the concrete plinth for the shelter north of the railway will need to be replaced. It had been agreed that the Clerk will contact Shelter Solutions to enquire if they can provide the replacement concrete plinth.</p>	<p><b>JT/ AW</b></p>
<p>There is a possibility that Shelter Solutions could provide a replacement concrete plinth but the overall quotation will increase by approximately £4000 due to additional site visits to complete the work. The Committee felt that a more practical option will be to find a local company to remove and replace the plinth.</p>	<p><b>PO</b></p>

	<p>Shelter Solutions have provided a revised quotation to supply and fit one of the replacement shelters and to removal of two existing shelters, supply and fit two of the replacement shelters and will be instructed to complete the works once the issue with the concrete plinth is resolved.</p> <p><b>l. Allotments</b> – Committee agreed that the Parish Office will complete an allotment inspection and report their findings to Council.</p> <p><b>m. Air Pollution Monitor</b> – Committee agreed to remove this item from the agenda.</p> <p><b>n. Pill Box Area</b> – A resident has written to ADC requesting hand rails on the central steps at the raised area on the beach near the Pill box. The Parish Office has reported this to the ADC Community Parks Officer for action. In relation to memorial plaques, the Parish Office advised that the request for plaques continues to grow and unfortunately there is no available locations for the plaques. The Committee discussed the best way to allocate the three remaining benches without plaques and noted that unfortunately there is no solution for any additional plaque requests.</p>	<p><b>PO</b></p> <p><b>PO</b></p>
8	<p><b>Beach Hut proposal – Arun District Council Economy Committee. Additional Beach Huts</b> - This matter was discussed in great detail earlier in the meeting. The Environment Liaison Committee, as instructed by Full Council on the 15<sup>th</sup> July 2024 minute item 15-07-24 on behalf of the Parish Council agreed that the Clerk will submit an objection consisting of the Councillor comments.</p>	<p><b>PO</b></p>
9	<p><b>Environment Liaison Committee Finance report</b> – Amanda Thomas advised the Committee of payments made for the new financial year so far.</p>	
10	<p><b>Reports from external representatives</b></p> <p><b>a. FRSA Gardens</b> – Simon Thompson reported the following:  <b>Langbury Lane site</b> – WSCC have located and provided a copy of a Licence dated 6 Dec 1993 allowing the FRSA to ‘plant in the Highway’. We may be back in touch with them to check on other aspects.  <b>Ocean Drive site</b> – Correspondence continues regarding our responsibilities and position regarding this garden.  <b>General garden matters</b> – Our gardener is ‘out of action’ for 6-8 weeks following an operation. His father has kindly agreed to cover the lawnmowing in the interim.  <b>Other FRSA matters</b> – Continuing to modernise our records and information, we have ‘mapped’ the 360+ Gully-pots and these are now digitally recorded.  We are currently obtaining quotes for CCTV surveys of the more problematic Gully-pots to ascertain the level of work required.  The work at the GEM garage / Brook Lane corner is now complete.  Short-term flooding may still occur if rainfall is very heavy, but it should now reduce quicker and not be an ongoing problem.</p> <p><b>b. Conservation Group</b> – David Bettiss reported the following:  <b>Warren Pond</b> – monthly Community Project morning took place in July, and main task was to carefully cut back some of the vegetation and brambles on the west side which</p>	

	<p>was blocking the view of the pond. The annual more intensive clear up using a hired in skip will take place on Sat 2 November.</p> <p><b>Pill Box</b> – restoration work is now pretty well completed, including the recent treatment of the outside walls with a water resistant product provided by the manufacturers, Safeguard. Arrangements are also in hand with Arun to improve the ground surface in front of the interpretation board. Open Days will be held on Tues 13 August and Sun 15 Sept.</p> <p><b>Butterfly count</b> - was held on the Rife at end of July as part of the national count. Results here reflected the national picture of lower numbers generally due to recent poor weather and habitat loss.</p> <p><b>Final beach clean</b> - will take place on Sun 22 Sept, again as part of the national Great British Beach Clean.</p> <p>c.<b>Tree Warden</b> – there is currently a vacancy for a Tree Warden in the village. The Clerk advised that the vacancy has been included in the next edition of the parish flyer.</p>	
11	<b>To report Payments made by dispensation</b> – None.	
12	<b>All about Ferring Magazine</b> – Nothing for this addition.	
13	<p><b>Urgent matters arising, since the preparation of this Agenda &amp; Items to be referred to next Agenda</b></p> <p>Councillor John Tero advised that following the installation of the new fencing and benches at the Warren Pond, that the Parsh Council has received a complaint from a resident.</p> <p>Councillor John Tero and the Clerk has met with the resident and as a result the Environment Liaison Committee agreed that an email will be circulated to all Parish Councillors for their thoughts to find a suitable solution.</p>	
14	<p><b>Date of Next Meeting</b> – Monday 16<sup>th</sup> December 2024.</p> <p>Meeting closed at 8.50pm.</p> <p>Mrs Amanda Thomas Administration Assistant</p>	
	<p><b>Minutes approved</b></p> <p><b>Chairman</b> ..... <b>Date</b> .....</p>	