

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 29th September 2025 at 7.00pm at the Parish Office.

Present	Councillors	John Tero (Chairman)
		Andy Walker (Vice Chairman)
		Graham Bootle
		Marlon Foakes
		Stuart Davies
		Simon Ash
	Clerk	Nadine Phibbs
	Tree Warden	Mike Pellett
	Conservation Group	David Bettiss

1	Apologies for Absence Apologies were received from FRSA Simon Thompson. The apologies were accepted.	
2	Declarations of Interest There were no declarations of interest.	
3	Public Question Time No members of the public were present.	
4	To confirm the Minutes of the last Meeting held 17^h March and 9th June 2025 The Minutes of the Environment Liaison Committee held on 17 ^h March 2025 and 9 th June 2025 were approved by its Committee Members and signed by the Chairman presiding as a correct record.	
5	Actions update from the last meeting There was nothing to mention.	
6	Items for Information – a. Hanging baskets – Further to the approval by Full Council 15 th September 2025, the Parish Office can advise that structural engineering of the lamp posts will take place on the 6 th October, followed by Ferring Nurseries who will fit the brackets for the baskets. b. Plaques – FPC Maintenance Contractor to fit 7 plaques at the cost of £85.00. The Committee voted for this under dispensation.	PO

	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. b.Willow Tree at Warren Pond – Removal of the collapsed tree was undertaken in August. The Committee agreed to ratify the payment of £480.00. d.Village Green bench – Arun District Council have offered to replace the picnic bench that was set fire to.	
7	Environment & Amenities a.Warren Pond – There are no current plans for the pond. The tree warden will continue to monitor the area. b.Blue Boat Project – Full Council approved the quotation for the blue boat refurbishment project, however, before final approval, Council raised a few points requiring clarification. The Contractor has provided a revised quotation to include QP1 beams rather than sleepers which has resulted in an increase of £1100 and all details have been circulated to all Councillors. The Committee agreed to the revised quotation. Once dates are agreed, the parish office will let the Conservation Group know to remove the plants. c. Board Walk - Councillor Stuart Davies produced a sample of the material used for boardwalks, concerts and various other events with the quotations. The panels clip together and are pinned down. This is to create a path from Pattersons Walk to just past the Bluebird. Councillor Stuart Davies will do the following.... 1. Speak to the Bluebird regarding a possible slope down to the cafe 2. Contact ADC regarding permissions 3. Apply to the National lottery for community funding 4. Contact Rampion 2 for funding The committee agreed in principle to further explore this project, however, there were a few concerns raised including the material being suggested and possible movement of the material in bad weather. The committee thanked Councillor Stuart Davies for the hard work he has put in on this project so far. d.Community Area at Village Green – It was noted that the Noticeboard and planter are in a bad state. David Bettiss, Conservation Group suggested that the Noticeboard is renovated asap. The planter and bin will stay on the agenda as a project. e.Request for public litter bin – A resident emailed the Parish Office to request a bin at the east end of the cricket field because he is regularly picking up litter there. Arun District Council (ADC) response to the request - At this moment a single request does not automatically mean that an additional bin is necessary. ADC will review this request in line with their criteria and monitor the area to assess whether an additional bin would be beneficial. f.Tree cutting for Christmas lights – Amanda informed the committee that a few overhanging branches need cutting back before the Christmas lights are installed. The tree surgeon has quoted £120.00. The Committee voted for this to come under dispensation.	SD PO ADC PO

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8	Allotments – The Clerk informed the committee that the office had been made aware that a large increase in water use had been picked up on a recent meter reading. The committee agreed that the meter should be checked and Councillor Marlon Foakes agreed to help with this. If the meter is working, then as the FPC Maintenance Contractor currently has other commitments, the committee agreed to call a plumber out to check for leaks.	PO/M F
9	Environment Liaison Committee Finance report – Amanda Thomas updated the Committee members.	
10	To report Payments made by dispensation – The Committee agreed to ratify the sum of £480.00 for the removal of the collapsed willow tree at Warren Pond. Tree cutting for the Christmas lights at £120.00. Installation of plaques at £85.00 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 th June 2023.	
11	Reports from external representatives a. FRSA Amanda read out the report in Simon's absence. Gardens - We have managed to keep our 5 sites reasonably attractive over a challenging Summer, particularly as we no longer undertake regular watering. Ocean Parade Re ownership of the land – a final letter was sent advising that we shall maintain the status quo and continue with the upkeep. Plans are now being discussed for a re-working of the site to modernise the look and provide better sight-lines for drivers at the junction. Clover Lane/Barbary Lane The majority of old wood edging and haphazard paving has now been removed. Over the next few months new metal edging will be installed to separate the shale from the centre, the centre will be fully dug over, and some new plants introduced. b. Conservation Group – David Bettiss reported the following: Warren Pond - The pond is still dry due to lack of rainfall and low ground water levels, and we don't believe there will be significant water back in pond until prolonged rain and higher water levels in the ground. Tree surgery has taken place to open up views and remove a dangerous Willow tree, and we have a work party planned for 10am on Sat 1 Nov, where a skip will not be required.	

	Pillbox - All 6 open days this year have taken place, which have proved popular with locals and visitors, and donations for its upkeep and sales of Pete Coe's new book are both going well. Next year, open days will probably be reduced to 4 in number. Work parties - Recent work parties have concentrated on the Village Green and the Community Orchard (which has seen a good year for fruit and people have been picking them for their own use). Beach cleans have also continued, and all are now completed for the year, with the last one on the previous day, where a reasonable amount of rubbish was collected, including some fishing gear. Tamarisk trees on Patterson's Wall at Pillbox - After a recent incident where some of the bushes were cut back without permission of Arun DC, it is our intention to apply to them for a TPO for their formal protection (as has recently been done by Worthing BC for their identical trees). Footpaths on west side of Rife - We have gathered a large amount of witness evidence re historic usage of the path across to East Kingston village and up and down the west bank of the Rife in order to have these designated as registered footpaths by WSCC. A bundle of evidence has been submitted to them for this application, and notice has been served on the Env Agency and the landowners of East Preston Gap. Highdown Vineyard - We are aware that the developers Rego Properties are likely to be submitting another application to develop this site once again with a significant number of properties, after the previous refusal. If they do, we and our members will be strongly objecting, but are confident that it will again be refused in light of the recent decision at Chatsmore Farm as even closer to the SDNP. The Conservation Group have noted the suggested 4G pitch and other amenities at the Glebelands Recreation ground. c. Tree Warden – Mike Pellett Mike introduced himself as the new tree warden and explained that he is currently learning the process. He has looked at some planning applications, but he had nothing else to report at this time.	
12	All about Ferring Magazine – The Committee suggested the plaques should go in the magazine to highlight the initiatives that the Parish Council undertake.	
13	Urgent matters arising, since the preparation of this Agenda & Items to be referred to next Agenda There was nothing to mention.	
14	Date of Next Meeting – Monday 15th December 2025.	

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	Meeting closed at 8.30pm. Mrs Amanda Thomas Administration Assistant	
	Chairman Date	