

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 15<sup>th</sup> December 2025 at 7.00pm at the Parish Office.**

Present	Councillors	
		John Tero (Chairman)
		Simon Ash
		Graham Bootle
		Marlon Foakes
		Stuart Davies
	FRSA Gardens	Simon Thompson
	Conservation Group	David Bettiss

1	<b>Apologies for Absence</b> Apologies were received from Andy Walker (Vice Chairman). The apologies were accepted.	
2	<b>Declarations of Interest</b> There were no declarations of interest.	
3	<b>Public Question Time</b> No members of the public were present.	
4	<b>To confirm the Minutes of the last Meeting held 29<sup>th</sup> September 2025</b> The Minutes of the Environment Liaison Committee held on 29 <sup>th</sup> September 2025 were approved by its Committee Members and signed by the Chairman presiding as a correct record.	
5	<b>Actions update from the last meeting</b> There was nothing to mention.	
6	<b>Items for Information –</b> a. <b>Hanging baskets</b> – In Councillor Andy Walker's absence, Councillor Graham Bootle informed the Committee that Ferring Nurseries have been informed that the Parish Council will be ordering the baskets in the new year. b. <b>Plaques</b> – The FPC Maintenance Contractor has fitted 7 plaques. b. <b>Blue Boat Project</b> – Work commenced on the 24 <sup>th</sup> November. Some concern was raised regarding the wooden sleepers, Councillor John Tero agreed to forward photo's to the Parish Office to check whether they match the original design. David Bettiss raised concern that the Forman did say that Weston's would add new soil to	PO  JT/ PO

	<p>the beds. The Committee asked Amanda to investigate this. If soil is not being supplied by the contractor, the Committee agreed to purchase some new soil under dispensation for planting to commence before spring 2026.</p> <p><b>d. Tree's at Village Green –</b> These have been cut for Christmas lights.</p>	
7	<p><b>Environment &amp; Amenities</b></p> <p><b>a. Warren Pond –</b> There are no current plans for the pond. The water levels and wildlife are coming back. FPC to arrange for the Tree Surgeon to visit the pond in the spring and advise of any works required.</p> <p><b>b. Boardwalk on beach -</b> Councillor Stuart Davies provided an update on progress with the boardwalk project. Arun District Council has confirmed to FPC which sections of land they own, and the Parish Office has checked Parish Online for other areas of land ownership. Admin Assistant Amanda Thomas has spoken with the owner of the Bluebird Café, who has already clarified land ownership. The Parish Office will arrange a meeting with him in the new year to discuss next steps. Councillor Davies is preparing a detailed list of questions from ADC and will liaise with the Parish Office to draft responses. These cover matters including land ownership, permissions, environmental considerations, access, and risk assessment. The Committee agreed that Councillor Davies should continue leading this project.</p> <p><b>c. Community Area at Village Green –</b></p> <p><b>1. Noticeboard Replacement</b> – The Parish Office has an old noticeboard stored in the garage and requested a quotation from the FPC Contractor for its removal, installation, and associated clean-up. Amanda Thomas presented the quotation to the committee at the cost of £300.00 and members voted for the work to proceed under dispensation.</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 5<sup>th</sup> June 2023.</p> <p><b>2. Planter Replacement</b> – The existing planter is deteriorating. Councillor John Tero will review the current planter with a view to replacement. The Committee agreed that this item will remain on the agenda for further consideration.</p> <p><b>d. Noticeboards</b> – The one at the office and the one at the Pantiles need renovating. Amanda Thomas presented a quotation at the cost of £215.00, and the committee voted for the work to be carried out under dispensation.</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 5<sup>th</sup> June 2023.</p> <p><b>e. Benches on the Village Green</b> - Further to the replacement bench installed by Arun District Council, the Committee discussed the potential need for additional benches on the green. It was agreed that this item will remain on the agenda for further consideration. Councillor John Tero and Amanda Thomas will meet on the green to review requirements.</p>	<p><b>PO</b></p> <p><b>PO /SD</b></p> <p><b>PO/ KJ</b></p> <p><b>PO/ JT</b></p> <p><b>PO/ KJ</b></p> <p><b>PO/ JT</b></p>

8	<b>Allotments</b> – The Committee asked how the tap had been checked. Amanda Thomas informed members that she and the Clerk visited the site, assessed the potential leak, and arranged for the tap to be replaced.	
9	<b>Environment Liaison Committee Finance report</b> – Amanda Thomas updated the Committee members.	
10	<b>To report Payments made by dispensation –</b>  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 <sup>th</sup> June 2023.	
11	<b>Precept</b> – The Committee reviewed and agreed the precept for the financial year 2026–2027.  Councillor Marlon Foakes offered to review the structural testing of the lamp posts, with the aim of identifying potential cost savings in the future.	PO/ MF
12	<b>Reports from external representatives</b> <b>a. FRSA - Simon Thompson reported the following:</b> <b>Ocean Drive</b> Re ownership – finally received confirmation from the owners that we may continue to look after the site in-line with existing arrangements. Consequently, a quote was agreed for the complete re-vamp of the gardens either side of the walkway. This should be starting in Jan/Feb, depending on the weather. <b>Clover Lane/Barbary Lane</b> When work to fit metal edging started we found that there was a layer of sandy concrete several inches below the soil. We are awaiting costings for use of a small digger, a grab lorry, fresh topsoil, and labour, before we move on to planting the centre. <b>b. Conservation Group – David Bettiss reported the following:</b> Swift nest box project – in partnership with Worthing and Adur Swift group, we have started a project mainly around the Conservation Area to provide nest boxes for these birds who are in serious decline due to loss of sites. Two have been installed and paid for by Greystoke Manor Care Home, and eight more are coming soon at St Andrew's Church Centre plus 3 private properties, using caller devices at some of them to attract the birds in. Beach clean – after the recent container ship incident in the Channel, we held an impromptu beach clean to clear our area of polystyrene and other marine debris, which was collected by Arun.	

	<p>Community Orchard (Glebelands) - Two Cherry trees have died so we have purchased two more Apple trees as replacements and will be planted soon. Registered Footpaths application – a full application with supporting evidence to designate the paths on the west bank of the Rife and the one to East Kingston village as registered footpaths has been made to WSCC and we have placed a number of notices there as required. Consideration of the application by WSCC may take some time.</p> <p>Conservation Area consultation – after a number of years and work by us, the Parish Council and the History Group, Arun have produced a proposal to simplify and extend the existing CA. This would now include the Village Green and the cottages to the north of it, and we have suggested also including the Village Hall. Responses have been made and it is hoped Arun will agree with this and institute it.</p> <p>Tamarisk trees, Patterson's Walk - we have submitted to Arun an application to designate the length of Tamarisks at the east end by the Pill Box with a TPO, and this is currently being assessed by the Tree Officer. Worthing have just done the same with their seafront Tamarisks at Goring.</p> <p>Highdown Vineyard – we are awaiting a further planning application by Rego Homes for housing there. It would appear that Arun have currently halted work on their Local Plan which has caused some concern about how any large scale applications will be dealt with.</p> <p><b>c. Tree Warden</b> – Mike Pellett was not present.</p>	
13	<p><b>All about Ferring Magazine</b> – The Committee suggested the Blue Boat area should go in the magazine to highlight the initiatives that the Parish Council undertake.</p>	<b>PO</b>
14	<p><b>Urgent matters arising, since the preparation of this Agenda &amp; Items to be referred to next Agenda</b></p> <p>There was nothing to mention.</p>	
15	<p><b>Date of Next Meeting</b> – Monday 23<sup>rd</sup> March 2026.</p> <p>Meeting closed at 8.05pm</p> <p>Mrs Amanda Thomas Administration Assistant</p>	
	<p><b>Chairman</b> ..... <b>Date</b> .....</p>	