

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 23rd March 2026 at 7.00pm at the Parish Office.**

Present	Councillors	John Tero (Chairman)
		Stuart Davies
		Graham Bootle
	FRSA Gardens	Simon Thompson
	Conservation Group	David Bettiss
	Tree Warden	Mike Pellett

1	<b>Apologies for Absence</b> Apologies were received from Councillors Andy Walker (Vice Chairman) and Simon Ash . 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 15<sup>th</sup> December 2025</b> The Minutes of the Environment Liaison Committee held on 15 <sup>th</sup> December 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 the absence of Councillor Andy Walker, Amanda informed the Committee that Ferring Nurseries will be supplying the baskets and brackets. The Committee asked Amanda to enquire whether West Sussex County Council can recommend a structural company to undertake testing of the lamp posts next year. b. <b>Blue Boat Project</b> – This project has now been completed, and the Committee agreed that it looks excellent. The Conservation Group has replanted the area after purchasing the soil. c. <b>Community Noticeboard</b> – Refurbishment of the noticeboard will be undertaken in the better weather.	PO

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	<p><b>d. Noticeboards Office &amp; Pantiles</b> - Refurbishment of the noticeboards will be undertaken in the better weather.</p>	
7	<p><b>Environment &amp; Amenities</b></p> <p>a. <b>Warren Pond</b> – David Bettiss, Conservation Group reported that water levels are currently very high. He noted that a willow tree in the far eastern corner may require cutting back; however, this will need to be assessed later in the year as it is not currently accessible to a tree surgeon. The matter will be considered at the next meeting.</p> <p>b. <b>Boardwalk on Beach</b> - Councillor Stuart Davies provided an update on progress. Letters have been sent to beach hut owners, and subject to a positive response, FPC will need to contact the Environment Agency to confirm beach access before submitting a planning application. Amanda took the opportunity to thank Councillor Stuart Davies for his assistance with the project to date.</p> <p>c. <b>Benches on the Village Green</b> – Amanda informed the Committee that she, Councillors John Tero, and Graham Bootle visited the Village Green and identified suitable locations for additional benches. The quotations were considered and the Committee agreed to forward this recommendation to the Finance &amp; General Purposes meeting on the 8<sup>th</sup> April for two benches and two picnic benches.</p> <p>d. <b>Footpath 2122</b> – Councillor John Tero visited the path to assess the situation and observed dog waste bags discarded over the bridge onto the verge, as well as an area that was particularly muddy. Amanda confirmed that the issue has been reported to WSCC and will continue to be monitored; however, the Committee asked her to follow this up with County Councillor Roger Elkins. The Committee also requested that signage be installed, and Amanda will investigate costs for the next meeting.</p> <p>e. <b>Community Area at Village Green</b> – The Committee agreed that replacing the broken planter would enhance the appearance of the area. A decision will be made in December regarding the provision of a new planter for 2027. Councillor John Tero will obtain pricing options. It was also suggested that Men in Sheds could be approached to construct the planter, with their name displayed on the front.</p> <p>f. <b>Community Allotment</b> - The Charity Champion at Asda Superstore has approached the Parish Council with an idea to create a community allotment site within the supermarket grounds. Councillor John Tero offered to meet with the Charity Champion Representative from Asda.</p> <p>g. <b>Bus Shelter opposite Glebelands</b> – Councillor Stuart Davies reported that several residents have asked whether FPC could reinstall a bus shelter. Amanda informed the Committee that the previous wooden shelter was removed due to misuse and excessive rubbish being left inside, and advised that a replacement would cost approximately £6,000. Mike Pellett, Tree Warden suggested contacting Compass Buses to request usage statistics for this bus stop ahead of the next meeting.</p>	<p>PO</p> <p>PO/ SD</p> <p>PO</p> <p>PO</p> <p>PO/ JT</p> <p>JT</p> <p>PO</p>
8	<p><b>Allotments –</b></p> <p>a. <b>Committee to consider water system quotations</b> - The Committee considered the quotations and queried how FPC allocates rental income, including whether the cost of a new water system could be funded from this source. It was agreed that office should arrange a meeting to gauge interest amongst the allotment holders in a new water system, with findings to be reported at the next meeting in June.</p>	<p>PO</p>

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	<p><b>b.Allotment Allocation</b> – Amanda advised that, as full plots become available, they are subdivided to increase the number of allotments. This practice has been in place for several years.</p>	
9	<p><b>Environment Liaison Committee Finance report</b> – Amanda Thomas updated the Committee members.</p>	
10	<p><b>To report Payments made by dispensation</b> – None to report.</p>	
11	<p><b>Reports from external representatives</b>  <b>a.FRSA - Simon Thompson reported the following:</b>  <b>Ocean Drive</b>            After several delays due to rain, the planned clearance and landscaping was completed at the end of February.            There has been a mixed reaction in the village, although the contractor advised that several people commented to the effect that it was 'Well overdue', and at our AGM this last Saturday the attending members were very much in favour of the fresh approach.            We currently await quotations for 2 pergolas in oak – one at either end of the path, to replace the previous metal arches, and match with the sleepers of the new retaining walls.            The main plants are on order in readiness for putting-in during the week after Easter.            Other planting will be decided on in due course and added, probably in October/November.</p> <p><b>Clover Lane/Barbary Lane</b>            Removal of most of the underlying concrete and unsuitable topsoil was on 4<sup>th</sup> February.            A new edging, in metal, was fitted this afternoon. We can now move to adding fresh topsoil and planting of new shrubs and plants.</p> <p>Simon Thompson wished to formally apologise to David Bettiss for not responding to his email, which he had not received.</p> <p><b>b.Conservation Group – David Bettiss reported the following:</b>            1.Work parties - after Winter break these have restarted with one at the Community Orchard (2 replacement apple trees planted) and the next one is on Village Green shortly. Also annual Rife clean took place with a considerable amount of rubbish collected, including many dog poo bags.            2.The Swift nestbox project is progressing with 13 boxes being installed in central part of the village, as well as 3 "caller" devices.            3.The Pillbox will be 5 open days this year, with the first one being on Easter Saturday.            4.St Oscar Romero school – our partnership with the school continues with an "Action 4 Change" event planned for the 10<sup>th</sup> of June when 60 students will be attending the Rife and Ferring Country Centre for a day of activities alongside the Centre and Western Sussex Rivers Trust.</p>	

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	<p>5.Ferring Rife - the Environment Agency have cut back a lot of vegetation and trees on both banks , and in places we believe this hasn't been carried out sympathetically.</p> <p>6.Glebelands Rec - Arun DC have recently planted 4 mature trees on the Rife Way side, which is most welcome.</p> <p>7.Tamarisk trees, Patterson's Walk - Arun DC refused our request for a TPO in light of recent unauthorised cutting back of them, but they will be installing an interpretation board highlighting their value and warning against any such cutting back by third parties.</p> <p>8.Arun Local Plan - we are concerned about the lack of an up to date plan in Arun, and believe that large scale developers may take advantage of this. We understand that a new national planning policy may be coming in during the Summer and that feedback from Arun and others will be taken into account. We have also queried why the much delayed Ferring Conservation Area Appraisal does not feature in the latest Arun list to be progressed.</p> <p>c.<b>Tree Warden</b> – Mike Pellett informed the committee that he is working closely with Nadine, the Clerk, on planning applications in relation to tree matters. He expressed a strong interest in increasing tree planting within the village and supporting initiatives that would enhance the local environment.</p>	
12	<p><b>All about Ferring Magazine</b> – Nothing at the moment.</p>	
13	<p><b>Urgent matters arising, since the preparation of this Agenda &amp; Items to be referred to next Agenda</b> There was nothing to mention.</p>	
14	<p><b>Date of Next Meeting</b> – Monday 22<sup>nd</sup> June 2026.</p> <p>Meeting closed at 8.25pm</p> <p>Mrs Amanda Thomas Administration Assistant</p>	
	<p><b>Chairman</b> ..... <b>Date</b> .....</p>	