

LANCING PARISH COUNCIL

Minutes of the Meeting of the Amenities & Environment Committee held on Wednesday 3 July 2019 at 7:00pm.

Present

Councillors: Lee Cowen (in the Chair from Minute 2), Danny Jackson, Geoff Patmore (in the Chair for Minute 1) and Jean Turner.

Ex-Officio: Cllr Gloria Eveleigh.

Officer: Helen Plant, Clerk.

- 1. To receive nominations for, and the election of Office of Chair for this Committee**
Cllr Cowen was proposed and seconded. There were no other nominations.

Resolved – That Cllr Cowen be elected as the Chair of the Amenities & Environment Committee for the Municipal year 2019/20.

- 2. To receive nominations for, and the election of Office of Vice Chair for this Committee**
Cllr Jackson was proposed and seconded. There were no other nominations.

Resolved – That Cllr Jackson be elected as the Vice Chair of the Amenities & Environment Committee for the Municipal year 2019/20.

- 3. Apologies**
Apologies had been received, and with the reason outlined, were accepted from Cllr Ann Bridges.

- 4. Declaration of Substitute Members**
None.

- 5. Declarations of Interest**
None.

- 6. Public Forum/Questions**
None.

- 7. Minutes of the Previous Meeting held on 1 May 2019**

Resolved – That the Minutes of the previous meeting be approved.

- 8. Clerk's Report**

- 8.1 Monks Rec Matters**

- i. Improvement Project Update**

It was confirmed that the Working Group had not had cause to recently meet as the final design drawings and plans to complete Stage 3 of the process had been awaited. However, it was confirmed at the meeting that the document had now been received and was currently being checked over by a member of the Working Group to ensure all was in order with it. It would then be circulated to the Working Group for comment and, in order for the

project to progress, Members were warned that an Extraordinary meeting of the Committee might need to be called if any urgent decisions needed to be taken.

It was also confirmed that the anticipated planting of 9 trees had taken place along the eastern boundary.

A current finance summary had been circulated for Members information, but it was highlighted that due to the increase in the size of the building for it to conform with Sports England and the Football Foundation's specifications, the associated build costs had increased from the initial £250,000 costing to £600,000.

It was confirmed that the Sussex County Football Association's Local Football Facility Plan had now been completed so it was anticipated for a funding application to be made soon and a revised grant application to Sports England was still being composed.

In respect of the project management, Groundwork South had submitted a fee proposal of £9,945, which would allow time for working on items 1 to 5 below for a total of 26 days over the next 3 or 4 months:-

1. Support the development and fundraising activity by providing technical input, regular communication with all parties and acting as the main conduit with the Parish Council;
2. Assist the Council with reducing costs by analysing the final design and costings together with suggested cost effective changes to maximise the value achieved from the investment;
3. Provide advice and guidance on project planning and scheduling of the work phases to ensure work took place in a way that was conducive to an efficient build process and mitigated the potential for new work clashing with completed phases;
4. Provide advice and guidance on the best approach to procurement and tendering to achieve value for money; and
5. Support on initial project management of the scheme up to the start of construction phase including liaison with suppliers, stakeholders and the Parish Council to ensure this exciting project moves forward.

While the Council's Financial Regulations stated that for amounts between £2,000 - £24,999 a minimum of three estimates should be sought, as two other organisations were approached to submit estimates but were unable to assist the Council, it was recommended that Groundwork South be commissioned as the Council's Project Management.

Resolved – That Groundwork South be commissioned to assist with the Monks Rec Improvement Project and be invited to attend a future Committee meeting.

ii. **Monks Rec Funfair 2019**

The 2019 fun fair at Monks Rec was once again considered a success; no complaints or concerns had been received before or after the event.

It was confirmed that £700 had been received from the fun fair operator, Showtime Amusements, in accordance with the hire agreement and was specifically earmarked towards the Monks Rec improvement project funds.

Resolved – That the information be noted.

8.2 Beach Green Matters

i. Beach Green Lighting update

Pursuant to Minute 42.2ii/May/19, the required number of estimates in accordance with the Council's Financial Regulations had been obtained for the supply and installation of eight lighting columns and lanterns, the details of which were outlined in the report. The additional cost for an electricity feeder pillar also had to be taken into consideration before any lighting scheme could be powered.

It was considered that a recommendation could now be made to full Council for a sum of money to be allocated from General Reserves for the scheme to be completed. It was recommended that a contingency sum be added to the overall cost of the chosen contractor's price, albeit it was still anticipated that The Perch would contribute to towards the project.

Resolved – (a) That a recommendation be submitted to full Council for £15,000 to be allocated to the Beach Green lighting project.

(b) That clarification be sought from PRS Lighting as to how much extra the stated works "as supplied by others" will cost.

ii. Beach Green Activity Day

Members were reminded that the Activity Day was scheduled to take place on Friday, 9 August from 11am and were encouraged to attend if able to.

Cllr Eveleigh confirmed that the same activities would be taking place as provided by Lancing FC, Albion in the Community, Lancing Kite Surfing Club, Keep Lancing Lovely, Electric Storm Youth and half price ice cream vouchers from the kiosk.

Resolved – That the information be noted.

iii. Summer Skatejam

Members were reminded that the Summer Skatejam was due to take place on Tuesday, 13 August between 2pm-4pm, in conjunction with Electric Storm Youth. Members' attendance was requested if possible.

Resolved – That the information be noted.

iv. Boat Winch Information Panel

Pursuant to Committee Minute 42.2vii/May/19, the information panel for the boat winch had been amended with the R.G.P. Kerridge's black and white map image replaced with his colour version. The revised draft had been previously circulated. Members were asked to note that this was based on a historical map image, pertinent to the local fishing history.

Resolved – That the boat winch information panel design, as now submitted, be approved.

v. Wildlife Information Panel

Members were reminded that it had been agreed for the 2019/20 Noticeboards budget to be increased to allow for a Beach Green Wildlife Information panel, in addition to the Boat Winch information panel as mentioned above.

The Sussex Botanical Recording Society had offered to carry out a survey at Beach Green and the beach to identify those species that could be included on an information panel.

The volunteers carried out an initial survey in April, but the intention was to return later in the season in order to provide a more complete list and record the green and the beach separately.

Advice had also been sought from the Shoreham and District Ornithological Society to establish the specific bird life frequenting the area and were also undertaking a survey.

However, it was apparent from both organisations that the wildlife differentiated between the two sites, so it was therefore recommended that two panels were created; it was confirmed that there were sufficient funds in relevant budgets to allow for two.

Resolved – That two wildlife information panels be designed to clearly distinguish the species between Beach Green and the beach.

vi. Bandstand repainting update

It was confirmed that the repainting of the Bandstand by a group of volunteers was nearing completion. It was anticipated that a sign explaining the design images, which focused on a 'brighter tomorrow' and crediting the artist, would be installed upon completion.

Resolved – That the information be noted.

vii. West Sussex County Council Family Fun Day

WSSCC Integrated Prevention and Earliest Help Service had requested permission again to use Area A on 29 August 2019 to hold a family fun and activities day. The day was primarily about the promotion of the IPEH Service around Worthing and Adur.

Due to the nature of the event corresponding to the Parish Council's mission, vision and objectives, it was again recommended that the hire fee be waived for this event.

Resolved – That West Sussex County Council's IPEH Service Family Fun Day be approved and the hire fee waived.

8.3 Croshaw Play Area Renewal Update

Pursuant to Committee Minute 42.3/May/19, it was confirmed that the consultation on the preferred design had proved favourable, so the order had been placed for the works to be carried out. Unfortunately, the lead time for the supply of the equipment meant the start date for the works would not be possible until the beginning of September.

It was reported that difficulties were being experienced in sourcing reasonably priced replacement fencing to make the play area more welcoming.

Resolved – (a) That the information be noted.

(b) That it be recommended to full Council for £5,000 to be allocated from General Reserves to cover the costs of new fencing at Croshaw Play Area.

8.4 Widewater issues

i. Antisocial Driving in the car park

Pursuant to Committee Minute 42.6ii/May/19, it was confirmed that advice had been duly sought from the Sussex Safer Roads Partnership, who recommended the installation of speed bumps, even though this was contra to previous advice from another source.

Notwithstanding, quotes had been subsequently sought for the supply and installation of 4 sets of speed bumps to the west car park. As the costs were much less than anticipated and could be paid across two relevant budgetary headings, in accordance with Financial Regulations 4.1 and 4.5 and after conferring with the Chairman of the Council, the Clerk authorised the works to counteract the public negativity that had been directed at the Parish Council on the matter.

However, while the issue had abated at the west car park, problems were being experienced at the east car park, despite the state of that car park. It was therefore considered that the time had come for the costs to be investigated for this car park to be resurfaced with a potential new layout to design out antisocial driving.

Resolved – (a) That the installation of speed bumps to the Widewater west car park be approved.

(b) That investigations be made for the Widewater east car park layout being changed to design out antisocial driving and being resurfaced.

ii. **World of Widewater Visitor Centre update**

It was confirmed that Wow remained determined to see the development plans for a Visitor Centre through to fruition, but had quite wisely scaled back their initial ambitions, primarily due to establishing the costs from an early design of a building. The group were continuing to source grants and fund-raising events were planned.

However, it was brought to the Committees attention that the kiosk at Widewater was becoming structurally unsound, so it would be sensible to work with WoW to develop a building that accommodated a new refreshment kiosk/café area with internal space that could be used as a visitor centre. It was suggested that this could be part funded by the Parish Council, which would act as match funding when WoW applied for grant aid. While the suggestion would need scoping out further, Members' initial views were sought on the idea.

In respect of the public toilets at Widewater, it was known that Adur District Council had an allocated capital amount for the refurbishment of the block.

Resolved – That the Clerk works with World of Widewater on the creation of a practical joint visitor centre/refreshment kiosk building design.

iii. **Local Nature Reserve Ecology Support update**

Pursuant to Minute 42.6i/May/19, it was confirmed that the Clerk and Secretary of Wow had met with Dr Chris Joyce, Professor of Ecology and Head of Marine Biology at Brighton University, on 14 May. Dr Joyce had kindly agreed to provide free advice as and when required for quick questions, but for more detailed advice, a charge would have to be levied, primarily due to the current work model of the University and its need to raise funds. He recommended that a further Lagoon Survey be completed, the costs of which would be something the Parish Council would need to consider within a future budget, although grant funding might be available.

Dr Joyce advised that Widewater was one of only ten saline lagoons in the country and this, together with its LNR status, was crucial to maintaining the uniqueness and preservation of the area and its survival.

It was also confirmed that a local resident, Professor David Jones, had kindly agreed to take regular salinity and water level readings, reporting the results back to the Office.

In respect of a funding request being made to Brighton & Hove Albion Football Club for a contribution towards environmental projects in Lancing, with a specific emphasis on the support required for Widewater Lagoon Local Nature Reserve, this had been duly sent and a meeting with BHAFc's Executive Director was in the process of being set up.

Resolved – That the information be noted.

iv. Widewater Footbridge update

It was reported that at WoW's recent AGM, attendees received a presentation from West Sussex County Council's Engineers in respect of the replacement footbridge over the lagoon. It was confirmed that the use of different materials for the construction of the new bridge had been explored, with the most cost effective and robust solution being fibre-reinforced plastic. This material also provided the opportunity for it to come in a specific colour.

The engineers needed a quick decision on the bridge colour so a brief public consultation was carried out through WoW's Facebook page, but it was confirmed that the advice from experts at the Swan Sanctuary and Brighton University had also been sought concluding in the handrails being white with a black walkway as this would be best suited to the vision of flying birds.

It was noted that the replacement bridge works were still scheduled for September 2019.

Resolved – That the colour of the Widewater footbridge, as advised by wildlife and ecology experts, be acknowledged.

v. Overhead barrier to car park

Members were advised that a weld on the overhead barrier at the entrance to the two car parks at Widewater recently failed but had now been repaired.

Resolved – That the information be noted.

8.5 Garden Competition 2019

Cllr Monk had advised that the Garden Competition was once again a huge success; the presentation event had been well attended and the tea and cakes were appreciated. A press article announcing the winners had been published and details would also be included in the next Parish Council Newsletter.

Thanks were extended to Cllrs Pope, Eveleigh, Bridges, Clark and Haywood for their help at the event and to judge, Jean Griffin and also to the event sponsors Jacobs Steele and Gardner & Scardifield.

The competition was anticipated to take place again in 2020 but would be dependent on overall Councillor support.

Resolved – (a) That the information be noted.

(b) That Jacobs Steele and Gardner & Scardifield be thanked for supporting the event.

8.6 Christmas Festival 2019

Members were reminded that this year's Christmas Festival was due to take place on 21 December. Members views were requested as to what forms of entertainment should be booked for the event and were agreed as follows:-

- invite all Lancing and Sompting schools to take part in a Carol competition;
- invite any other young musicians/singers to take part with music of their choice;
- expand on the variety of market stalls, such as inviting those attending the Love Lancing Artisan Festival; and
- the usual fairground rides, hot chestnuts, Santa's Grotto and Lancing Brass with community carol singing.

It was also recognised that the Lancing Traders Association should be encouraged to be involved.

Resolved – That the forms of entertainment for the Christmas Festival Event as listed above, be progressed.

8.7 Allocation of Football Pitches 2019/20

Details of the football pitch requests were circulated at the meeting. It was noted that the main regular hirer, Worthing & Horsham Sunday League, had advised the use of Monks Rec was no longer required due to a lack teams in the area. It was recognised that there would be a loss of revenue from this decision.

Resolved – That the following football pitch requests be approved:-

Pitch	Sunday am
Monks Rec Adult Pitch	Lancing FC Youth
Monks Rec Junior Pitch 1	Lancing FC Youth
Monks Rec Junior Pitch 2	Lancing FC Youth
Orient Road	Village Football Club

8.8 Antisocial Parking

Pursuant to Committee Minute 30.3/Jan/19, it was reported that the issue of antisocial parking had been raised again by the Chair of Sompting Parish Council at the recent joint Chair's meeting. Specific hot spots had been identified in Sompting and it was known that the issue continued to be significant in Lancing.

SPC was keen for this to be a joint Parish Council initiative to promote responsible and safe parking. Cllr Eveleigh had raised the matter with Insp Lowe again recently who was happy for a PCSO to continue working with both Council's in an attempt to combat the issue.

SPC had designed two posters, which had been previously circulated to Members. However, it was considered that those posters would be not be as effective as anticipated. However, the alternative use of a well-designed postcard sized flyer, to be located on the windscreens of culprit's car windscreens could be more successful.

Resolved – (a) That the 'Antisocial Parking' initiative continues to be supported.
(b) That Cllr Jackson's offer to create the design for an 'Antisocial Parking' flyer be accepted.

8.9 Request to install Outdoor Gym Equipment

On behalf of a group of East Lancing residents, Cllr Patmore had submitted a request for some adult outdoor gym equipment items to be installed.

While a previous request had been received to renew the play area equipment, albeit that site was old but in good condition, it was noted that outdoor gym equipment was considerably cheaper to supply and install.

It was known that the outdoor gym items at Beach Green were well used, but it was highlighted that that equipment was in need of replacing, so it was suggested for consideration to be given to installing such equipment to all of the Council's recreation sites to encourage adult health and fitness. Means of funding such a project were outlined, but any decision would need to be submitted to full Council as a recommendation. However, reference was made to the previous funding request to BHAFC at 8.4iii above, and it was considered that BHAFC also be approached to fund this project.

Resolved – (a) That Brighton & Hove Albion Football Club be requested to fund the installation of outdoor gym equipment to this Council's recreation grounds.
(b) If the request at (a) above fails, a recommendation be submitted to full Council that £20,000 be allocated from General Reserves for the project.

The meeting closed at 9.13pm.