

Lancing Parish Hall
South Street
Lancing
West Sussex
BN15 8AJ

Tel: 01903 753355

Email: clerk@lancingparishcouncil.gov.uk
www.lancingparishcouncil.gov.uk



To: Members of the Amenities & Environment Committee

CLLrs: Carol Albury, Ann Bridges, Liz Haywood, Lee Cowen, Geoff Patmore, Lionel Parsons and Gina Scotting.

Ex-Officio: Cllr Gloria Eveleigh, Chair and Cllr Mick Clark, Vice-Chair

To: Other Councillors for information

Notice is hereby given that you are required to attend the meeting of the Amenities and Environment Committee which will be held on Wednesday 13 September 2017 in the Council Chamber, Parish Hall, South Street at 7:00 pm.

A handwritten signature in black ink, appearing to read 'H. Plant', is written over a white background.

Helen Plant
Clerk to the Council
7 September 2017

AGENDA

15. Apologies

16. Declaration of Substitute Members

17. Declarations of Interest

Members are reminded to make any declarations of personal and/or prejudicial interest that they may have in relation to items on this agenda.

Notice should be given at this part of the meeting of any intended declaration. The nature of the interest should then be declared later at the commencement of the item or when the interest becomes apparent.

18. Public Forum/Questions

Members of the public are reminded that only questions and statements relating to items on this agenda will be allowed. In accordance with Standing Order 1e, Members of the public will also be given the opportunity to express opinions at each main agenda item and at the end of the meeting to identify any issues to be added to future agendas. However, during discussions of sensitive or confidential matters, the public will still be excluded.

Questions relating to any other items that are not on this agenda should be referred to the Chair of the Council or Clerk as appropriate and outside this meeting.

Once this meeting has concluded, a number of Councillors will remain to answer any questions that local residents may have on other Parish related issues.

19. Minutes of the Previous Meeting held on 12 July 2017

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

20. Clerks Report(s):-

20.1 Monks Rec Improvement Project

i. Design Brief Tender (*document attached*)

Pursuant to Minute 14.3/Jul/17, the invitation to tender for the Design Brief was duly submitted to six companies, with the deadline being 25 August. One company advised that it was too busy to respond, one company submitted a tender and four others did not respond at all. Follow-up phone calls were made to these companies; one advised that it couldn't demonstrate the criteria and apologised for not advising, another stated it was too busy, one didn't respond at all to the message left and the last company admitted that its generic email address that the invitation was sent to and as advertised on its website rarely got checked!

Whilst this response may be considered disappointing, the company that has presented a proposal, BDP, is considered very capable of doing the job and meets all the qualifying criteria. Furthermore, the proposed delivery cost of £9,750 (ex. VAT) is less than anticipated, which will be funded from the Monks Rec Improvement Project Earmarked Reserves.

Recommendation – That BDP be approved as the Council's delivery partner for the Monks Rec Improvement Project Design Scheme.

ii. Zip Wire

Members will recall that at the last Committee meeting, it was agreed that a zip-wire should be purchased and installed to the north-east perimeter of Monks Rec using the Bags of Help grant (Minute 14.3(b)/Jul/17 refers). However, at the Monks Rec Improvement Project Working Group meeting on 25 July, the group believed it should not be installed until the spate of vandalism at the Rec had been tackled.

Recommendation - The Committee is now requested to determine whether the zip wire should be installed now or deferred.

20.2 Christmas Festival

Preparations for the Christmas Festival on Saturday, 16 December 2017 are underway, including the request for the road closure has been approved by Adur District Council and some entertainment has been booked.

Members' views are sought in respect of the Market Stalls. Previously, stall holders have been requested to pay a deposit of £25 which is reimbursed after the event providing the stall is occupied by the hirer on the day of the event. However, initial enquiries from prospective stall holders may come at the detriment to the actual Village Market, i.e. artisan businesses. With that in mind, it is suggested that stall holders pay the same fee as the Village Market of £15, with only genuine charity stalls being granted a free of charge pitch – it is still suggested that a deposit is taken for these stalls though. Any stall income received will be used to offset against the cost of the event.

Recommendation – Members' views are requested in respect of introducing a stall fee.

20.3 The Globe School – Beach Green Suggestions

Pursuant to Minute 14.11(a)ii/Jul/17, it can be confirmed that investigations into the costs and feasibility of a paddling pool being installed on Beach Green have been made. Site visits were made to Brooklands and Hove Lagoon paddling pools to establish the maintenance regimes required and this confirmed such a facility is a costly and time-consuming facility. There is a requirement for annual pre-season deep cleaning and chlorination works with similar end-of-year procedures, daily water sample tests, the cost of chemicals, plant parts etc. There would also be the need of additional member of staff to carry out the daily water sample tests as this in itself is time-consuming and to keep the area generally clean and tidy. The starting cost to install a paddling pool is also anticipated to be £50,000.

It can be confirmed that the other suggestions are still being investigated.

Recommendation – That the suggestion of a paddling pool being installed on Beach Green be abandoned.

20.4 Earth Mounds on Beach Green

As reported to the Council meeting in July, the landscaped areas around the skatepark have now become compacted and will be topped up with soil and subsequently grass seeded from the retained mounds.

A decision can now be made as to what to do with the remaining soil. It is recommended that the soil is used to top up around the surrounding north areas of the skatepark and play area to the eastern track, including grass seeded, as this area is showing signs of erosion.

Once the mounds have been removed, the area in front of The Perch could be turned into a wild flower area as previously envisaged.

Recommendation – Members' views are requested.

20.5 Widewater – Naming of the Lagoon Island

A request has been received from the Shoreham District Ornithological Society, who are part of the Widewater Local Nature Reserve Steering Committee, to have the island in the Lagoon formally registered as 'Allen Island'. This is in memory of Stanley and Peggy Allen, who were previously active members of SDOS and whose family have since donated funds to the work of World of Widewater, such as new information panels. The request is also supported by WoW.

This request does not change the ownership of the island in any way through Land Registry, but simply adds the name 'Allen Island' to OS Maps.

Recommendation – That approval be given to the naming of the Widewater Lagoon island to 'Allen Island'.

20.6 2018/19 Budgetary Considerations

Members are asked to consider whether there are any potential schemes that will require scoping out for inclusion in the Council's overall 2018/19 budgetary considerations in addition to the following identified projects:-

- 1. Garden Competition** - £100 to cover general expenses and requests that the Jubilee Hall hiring fee is waived for the Garden Competition presentation event;
- 2. Beach Green Play Area replacement fencing** - quotes are currently being sought;

3. Grounds maintenance equipment, including new heavy duty self-propelled hand lawn mower, football pitch line marker and generator - £2,000.

Recommendations – That the costs of the identified project above be included in the 2018/19 budgetary consideration.

20.7 Beach Green Hire Request

To confirm the Clerk's decision for Area B being hired out by Small Car Big City as an exclusive car park on Monday, 4 September between 12-2pm at short notice. The private tour company were taking their visitors to The Perch for lunch and payment of £250 was received.

Recommendation – That the Committee ratifies the hire of Beach Green Area B to Small Car Big City on 4 September 2017.

21.0 Other Matters:-

21.1 Lancing Air Raid Shelters

Cllr Patmore will provide an update at the meeting.

21.2 Beach Green Promenade Lighting Working Group

The production of a feasibility and early design document will be initiated following the agreement by Council to fund this part of the project from surplus General Reserves.

Please note that all Parish Council Meetings are open to members of the public and copies of agendas will be posted on the Council's website, noticeboard and available at each meeting or by request in advance by telephoning 01903 753355.