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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 15 November 2017 in the Council Chamber, Parish Hall, South Street at 7:00 pm.

Helen Plant  
Clerk to the Council  
9 November 2017

## AGENDA

**22. Apologies**

**23. Declaration of Substitute Members**

**24. 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.*

**25. 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.*

**26. Minutes of the Previous Meeting held on 13 September 2017 (attached)**

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

**27. Clerks Report(s):-**

**27.1 Monks Rec Improvement Project**

**i. Design Brief Tender**

As the Improvement Project Working Group are meeting with BDP on 9 November 2017 to receive a presentation of the draft designs, an update of the project will be provided at the meeting.

Members' views are also sought as to whether the use of an electronic survey should be used when the designs are ready for public consultation, in conjunction with standard means of consultation.

**ii. Zip Wire**

Pursuant to Committee minute 20.1ii/Sept/17, it can be confirmed that the zip-wire has been installed and other than a slight miscommunication from the installer when the seat mechanism was taken away without notice, the item appears to have been well received by the community.

**Recommendation** – That the information be noted.

**27.2 Christmas**

**i. Christmas Festival**

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

Unfortunately, the traction engine is no longer able to attend due to boiler issues. Members' views are therefore requested for an alternative attraction.

**Recommendation** – Members' views are requested.

**ii. St James the Less Church Christmas Tree Festival 2017**

The above Festival is being held from 1 to 3 December 2017 and local groups, business and schools have been invited to display a dressed tree that will promote themselves to the event visitors. There will also be a prize for the most innovatively dressed tree. There is a charge of £5 to display a tree.

**Recommendation** – That approval be given to the entry of the St James the Less Church and that £20 from the Events budget be used towards entry and the making of the decorations.

**27.3 Earth Mounds on Beach Green**

Pursuant to Committee minute 20.4/Sept/17, it can be confirmed that the landscaped areas around the skatepark have now to be topped up with soil and subsequently grass seeded from the retained mounds and the area in front of The Perch seeded with wild flower seeds.

**Recommendation** – That the information be noted.

#### **27.4 Beach Patrol Incident Log 2017 (report attached)**

**Recommendation** – That the information be noted.

#### **27.5 Allotment Tenancy Agreement Review (draft agreement attached)**

Further to the introduction of the Allotment Rules, the Council's Allotment Tenancy Agreement has now been reviewed and brought in-line with the recommended model. The items highlighted yellow on the attached draft are the new additions.

**Recommendation** – That it be recommended to full Council that the revised Allotment Tenancy Agreement be approved and issued to all allotment tenants with the 2018/19 rental requests.

#### **27.6 Electric Vehicle Charging Points for Beach Green Car Park**

The Licensee of this Council's car parks, District Enforcement, has asked permission to install two Pay As You Go electric vehicle charging points, which will cover four cars, at Beach Green car park. The cost of the machines and installation will be recouped from the PAYG revenue.

**Recommendation** – That permission be given for the installation of two electric vehicle charging points at Beach Green car park.

#### **27.7 Sir Robert Woodard Academy Mural Project**

Pursuant to Committee minute 14.3/Jul/17, it can be confirmed that the murals were installed in mid-September and have been well received.

**Recommendation** – That the information be noted.

#### **29.8 Beach Green Play Area Fencing**

Panels around the Beach Green play area have been repaired where possible, but the whole fence is in dire need of replacing. Quotations have been received, but the cheapest quote of £4,620 would take the Playground Maintenance budget over its allocation. With that in mind, it is suggested that this Committee makes a recommendation to Finance & General Purposes Committee that the amount for this project is included in the 2018/19 budgetary considerations.

**Recommendation** – That is be recommended to the Finance & General Purposes Committee that an amount of £4,620 be included in the 2018/19 budgetary considerations.

#### **29.9 Widewater Steps (western end)**

It can be confirmed that the steps at the western end of Widewater have now been revamped with the cost of the works being covered from General Reserves (Council Minute 36d/Sept/17 refers). World of Widewater have send a letter of thanks to the Council for carrying out this work.

**Recommendation** – That the information be noted.

#### **29.10 BluePrint 22 - Request for the use of a small area of Beach Green**

Blueprint 22 is a not-for-profit organisation aimed at anyone in West Sussex who is aged 16-25. Their aim is to encourage young people to get motivated and involved in tailor-made projects designed specifically by young people for young people - with the support of the Blueprint 22 team.

The group has made request to create a temporary pebble garden on Beach Green to carry the following project:-

BP22 visit community groups and isolated individuals, taking with them pebbles and water-soluble paint. People paint designs on two pebbles. One they keep for themselves and one they donate to the project. The donated pebbles are stored until the end of the project which culminates in the decorated pebbles being made into a temporary pebble garden on a public green space near to the sea. People who previously decorated stones, including those from BP22 can throw their pebble into the sea, thinking as they do about something or someone that worries or concerns them. The idea is that the stones represent the worries, and the action of throwing them into the sea helps them to relieve the pressure of those worries.

It is suggested that the neglected brick flowerbed in front of The Perch is used for this project.

**Recommendation** – That BluePrint 22 be granted permission to use the brick flowerbed in front of The Perch for their Pebble Project.

**28.0 Other Matters:-**

**28.1 Lancing Air Raid Shelters**

Cllr Patmore will provide an update at the meeting.

**28.2 Beach Green Promenade Lighting Working Group**

It is anticipated that an update will be provided at the meeting.

**28.3 Litter Campaign**

Cllr Eveleigh is proposing that a Working Group is set up to work through the campaign from initially brainstorming ideas through to the implementation of those ideas.

**Recommendation** – That a Litter Campaign working group be set up and its membership determined.

**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.**