

LANCING PARISH COUNCIL

Minutes of the ACE Committee Meeting held at the Council Chamber on Wednesday 1st April 2026

Councillors present: Carol Albury, Douglas Bradley, Ann Bridges, David Devoy (Committee Chair), Kathryn Penny and Joe Pannell.

Ex-Officio: Cllr Denyse Whillier (Chair)

Officers: Steven Trice (CEO/Clerk), Mark Harwood (Operations Manager)

Members of the Public: None

The Chair welcomed all present and read the safety announcement.

A087. Apologies for Absence

Apologies were received from Cllrs Mendoza and Cowen (Ex-Officio).

A088. Declarations of interest

There were no declarations of interest on any of the agenda items for this meeting.

A089. Public forum and questions

None.

A090. Minutes of the ACE Committee Meeting held on [18th February 2026](#)

The minutes of the meeting held on 18th February 2026 were reviewed.

It was **RESOLVED** to approve the minutes of the ACE committee meeting held on the 18th February 2026 as a true and accurate record of the meeting.

A091. [Operations Report](#)

The Operations Manager presented his report.

- The allotments at Orient Road looked the best they have done for a long time, with two plot holders being served warnings. There is currently no waiting list.
- The Wicksteed toddler play area refurbishment, as approved by the committee, has a lead-in time of 12 weeks.
- A meeting was held with Lancing Football Club, and it was agreed to jointly tidy up the depot area so their goalposts could be stored more appropriately.
- **For Decision** – Members approved the use of Monks Recreation Ground for both the WBC Care and Lancing Football Club summer fairs during the fallow period, with the caveat that there would be no large fairground rides or heavy machinery, to protect the grass and avoid any disturbance to neighbouring properties.
- After a few challenges in relation to the grant agreement with Adur District Council, all the planters in the High Street have been changed and old ones repurposed at the community garden, fire station, and use by Men in Sheds.

Cllr Carol Albury the asked that attention be given to the exercise equipment on Beach Green, as one of the exercise stations was not working.

Members **RESOLVED** to note the Operation Managers report and give both Lancing Football Club and WBCC permission to hold summer fairs on Monks Recreation Ground.

A092. [Community and Events Report](#)

The CEO/Clerk presented the Community Events report, assuming that Members had read the report, and highlighted the following:

Signed:

Date:

- Tree planting at Orient Road had been completed, with 10 fruit trees and 147 whips planted.
- A pilot to provide a pebble and play session was being held at the Parish Hall.
- A full programme of holiday activities was planned, to include hula hooping, barn dancing, a Men in Sheds session, and the usual film showing.

A093. [WBC Cares UK Proposal](#) (WBCC)

The CEO/Clerk presented the proposals put forward by WBCC for improvements to the Youth Hub and the development of padel courts on Monks Recreation Ground.

Members considered each project in turn. Members were supportive of what would be an extension to the current building. Cllr Carol Albury asked whether public toilet provision was to be included, and there was also debate about whether changing facilities to support football activities would be provided. The CEO/Clerk responded that toilet provision had not been discussed but that he would raise the issue. It was also noted that changing facilities for youth football may not be necessary, as this was usually a drop-and-go scenario. This was considered alongside the Football Club's ambitions to place their own small building on site, and the wider ambition of the Council to develop a community building. Members also asked whether there would be a café area or hatch for use by the Youth Hub and possibly the Football Club at weekends. The CEO/Clerk agreed to raise these matters with WBCC and it was noted that there seemed to be a will for WBCC and Lancing football Club to work more closely in the future. Members were agreeable that the CEO/Clerk, as moved by Cllr Pannell and seconded by Cllr Bridges, be given delegated authority to progress plans for the extension of the Youth Hub and to submit a planning application with WBCC.

In reviewing WBCC's proposals for the padel courts, Cllr Whillier welcomed the aims and objectives outlined in WBCC's proposal, which included the reduction of crime and disorder in the locality, the creation of local jobs, and the non-reliance on Council funding. In line with this, it was requested that, once operational, data relating to these benefits be recorded. The CEO/Clerk confirmed that the lease for the padel courts would return to Council for approval and that this feedback requirement could be incorporated within the lease clauses.

It was confirmed that Lancing Football Club had been informed of WBCC's proposals and were broadly supportive, as the initial plans did not affect their pitch use. The Club also welcomed the development of a multi-sports facility on the site. Cllr Pannell reminded Members that land opposite the Youth Hub had always been set aside for further sporting development, and the padel courts would lend themselves to being located there. It was also noted that the courts would be positioned in the most appropriate location on the site, further away from residential properties.

Cllr Carol Albury asked about the lease length for the padel courts. The CEO/Clerk confirmed that 25 years was proposed, as this would be the minimum required by third-party funders such as Sport England. Members were agreeable that the CEO/Clerk being given delegated authority to negotiate a lease with WBCC, which would be presented to Council for sign-off, and requested that this be accompanied by sight of a full business plan from WBCC. As an aside Members were reminded that WBCC already had permission from the Council to run a path down from their building down the play park, which again Members were agreeable to.

Signed:

Date:

Therefore, Members **RESOLVED** to:

a) Give delegated authority to the CEO/Clerk to progress the extension of the WBCC Youth Hub building located on Monks Recreation Ground, in line with the following:

i. Support WBCC with their planning application and submit the planning application on behalf of the Parish Council as the landowner.

ii. Amend the site plan(s) contained within the Council's lease agreement with WBCC.

iii. Extend the existing WBCC lease for the Youth Hub by five years (to 25 years), with all terms and conditions continuing as per the current lease.

b) Give delegated authority to the CEO/Clerk to progress, with WBCC, the placement of three padel courts on Monks Recreation Ground, to be managed by WBCC, in line with the following:

i. Support WBCC with their planning application and submit the planning application on behalf of the Parish Council as the landowner.

ii. Negotiate a 25-year lease with WBCC, to be presented to Full Council for approval, and that WBCC presents a business plan with the lease.

c) NOTE the previously approved development of a footpath from the WBCC Youth Hub down to Crabtree Lane, which would be subject to a lease for its placement and maintenance.

[WBCC Proposal Document](#)

A094. [Grass Cutting Contract](#)

Due to timescale issues, Members were asked to consider extending the Council's grass cutting contract. Members were agreeable to the recommendation on the grounds that there would be no rise in costs, as changes to the cutting regime at Orient Road Recreation Ground would offset any increase in fuel/inflation costs. It was noted that the current contractor was very reliable, and the one-year extension would allow the new Council to review the contracts following the 2027 Parish Council elections.

Members **RESOLVED** to **extend the Council's Grass Cutting Contract for one year with Barcombe Landscapes Ltd.**

A095. [Concession Proposal](#)

Members unanimously agreed to reject the proposal, as recommended by officers, on the grounds of the sensitive environment in which the concession was proposed to be placed. It was also felt that the local area was already saturated with food offers.

The Chair also suggested that, as this was not the only approach from individuals seeking concessions on Council-owned land, it would be useful for a policy to be developed whereby the Council would only consider proposals submitted by invitation when offering concession opportunities. The CEO/Clerk stated that he would investigate developing such a policy.

Members **RESOLVED** to **reject the proposal for a food concession in Hedborough Gardens on the grounds that introducing a food trading operation would be likely to detract from the dignity, character, and sensitivity of the site, which is intended for quiet reflection.**

Signed:

Date:

A096. [Bandstand](#)

Members noted, as requested by the Committee, the review of the bandstand that had been undertaken with professional support from structural engineers, who had identified serious defects in its structure. It was acknowledged that, while Members liked the bandstand, it had become something of a money pit and was not used regularly. On this basis, Members questioned whether the Council could justify further expenditure. However, regardless of its level of use, it was recognised as a well-loved landmark, and therefore a consultation with residents should be undertaken before any decision is made. Members discussed options including repairing the structure, removing it if it was beyond repair, or removing it and installing an alternative structure that would maintain the character and landmark presence of the site. It was agreed before any decision was made that the CEO/Clerk should ascertain a schedule of works that was required to fix the Bandstand to enable quotes to be obtained. In turn this would help the Council to decide what course of action it wished to take at which point any community consultation would be undertaken.

Members **RESOLVED** to **instruct the CEO/Clerk to work with the chosen structural engineers to develop a brief for the repair of the Bandstand to see if such was viable.**

A097. [Widewater Working Group Update](#)

Members welcomed the report of the Widewater Working Group and were agreeable to the recommendations made to the Committee. New and improved signage was supported, and it was hoped that the new signage would be welcoming rather than regimental. Cllr Pannell questioned whether the concrete pillars, at the West Car Pak Entrance, were of any use in deterring larger vehicles, particularly as was a height barrier in place. It was explained that the pillars were intended to reduce vehicle speeds. However, if this was not proving effective, Members suggested that they should be considered for removal, as they may no longer serve a useful purpose and are a bit of an eyesore. This would also save the cost of the proposal to wrap them. Then,

Members **RESOLVED** ratify the recommendations made by the Widewater Visitor Centre Working Group to.

- **adopt the programme of immediate works programme and ongoing maintenance plan.**
- **recommend to Full Council that the CEO/Clerk be delegated authority to make an application to the Public Works Loan Board for a loan of up to £500,000 at the appropriate time.**
- **to give delegated authority to the CEO/Clerk to bring forward the plans for the new Visitor Centre for Council consideration and sign off.**

[Widewater Management Plan \(March 2026\)](#)

A098. [Beach Hut Sales, Transfers and Management Policy](#)

The policy was presented to Members, along with an update on arrangements for marketing, and it was noted that the document was cross-referenced with the adopted Beach Hut Licence. It was acknowledged that this was a technical document, and officers felt that it mirrored what had already been agreed within the Beach Hut Holder

Signed:

Date:

Licence. However, the Chair wished to liaise with Beach Hut holders considering the good input they offered during the development of the new licences.

Members **RESOLVED** to **support the Beach Hut Sales, Transfers and Management Policy, but requested that liaison take place with Beach Hut holders before formal adoption by the Council.**

A099. Items for information and/or inclusion on future agendas

- Engagement with Kite Surfing community.
- Monks Recreation Ground lease with Lancing Football Club.

There being no further business the meeting closed at 7.36pm.

Signed:

Date: