

LANCING PARISH COUNCIL

Minutes of the ACE Committee Meeting held at the Council Chamber on Wednesday 24th June 2026

Councillors present: Carol Albury, Ann Bridges, David Devoy, Mike Mendoza, Joe Pannell and Vanessa Evans.

Ex-Officio: Cllrs Denyse Whillier (Chair) and Steve Neocleous (Vice Chair).

Officers: Steven Trice (CEO/Clerk)

Members of the Public: None

The Chair welcomed all present and read the safety announcement.

A001. Election of a Chair of the Amenities, Communities and Environment Committee

Cllr Whillier nominated Cllr Devoy and was seconded by Cllr Albury. There were no other nominations.

It was **RESOLVED** to elect Cllr Devoy as the Chair of the Amenities, Communities and Environment Committee for the 2026/27 municipal year.

A002. Election of a Vice-Chair of the Amenities, Communities and Environment Committee

Cllr Albury nominated Cllr Pannell and was seconded by Cllr Mendoza.

Cllr Devoy nominated Cllr Bridges and was seconded by Cllr Whillier.

A vote was taken with 5 in favour of Cllr Pannell and 3 in favour of Cllr Bridges.

It was **RESOLVED** to elect Cllr Panell as the Vice-Chair of the Amenities, Communities and Environment Committee for the 2026/27 municipal year.

A003. Apologies for Absence

Apologies were received from Cllr Bradley.

A004. Declarations of interest

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

A005. Public forum and questions

None.

A006. Minutes of the ACE Committee Meeting held on [13th May 2026](#)

The minutes of the meeting held on 13th May 2026 were reviewed.

It was **RESOLVED** to approve the minutes of the ACE committee meeting held on the 13th May 2026 as a true and accurate record of the meeting.

A007. [Estates and Facilities Report](#)

The Estates and Facilities Manager reported.

- The May allotment inspections were satisfactory, with positive feedback from tenants. One tenant was removed for non-payment of fees and another was issued with a warning regarding the condition of their plot. There are currently 10 people on the waiting list, and the vacated larger plot will be divided into two.

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- Wickstead has agreed, as a gesture of goodwill following representations from the CEO/Clerk, to prioritise the replacement of the toddler play equipment at Beach Green rather than refurbish it.
- It was noted that planter by CET Tyres was hopefully to be maintained by Lancing Care Home with a meeting to be set up and the planter by the bandstand is to be looked after by the Dementia Care Group (Cllr Evans to support).
- The Grounds Team is working with Lancing FC Youth Section to improve the storage arrangements for football posts within the Council depot.
- At Widewater Lagoon, redundant furniture has been removed, benches refurbished, and new signage ordered. Cllr Evans conveyed the thanks of the World of Widewater Committee.
- Hanging baskets and planters have been installed throughout the village centre. Cllr Pannell suggested that an irrigation system be purchased for the planters at the Parish Hall.
- Preparations for the South and South East in Bloom judging are complete, with local groups and Councillors attending in support of the application. Cllr Whillier commended all involved for their efforts.
- Incidents of fly tipping at Crowshaw Recreation Ground and graffiti at Monks Recreation Ground have been reported to Sussex Police.
- Cllr Bridges raised concerns regarding melting tar on the Beach Green footway. The CEO/Clerk advised that he and Cllr Mendoza are liaising directly with the West Sussex County Council Project Manager. Cllr Albury advised that she and Cllr Mendoza had arranged a meeting with the owner of The Perch to discuss reports of tar affecting the premises and invited the CEO/Clerk to attend.

Members NOTED the update.

A008. [Community and Events Report](#)

The CEO/Clerk introduced the Community and Events Report and highlighted the following matters:

- It was noted that Ann Marie Garratt would commence her employment as the Council's Events Officer on the 1st July 2026.
- Training had been undertaken on the maintenance of the Council's fruit trees.
- The Pebble Play pilot sessions held in Jubilee Hall had been successful.
- Members received an update on the Green Dreams initiative.
- Members were advised that a Health and Wellbeing Event was due to be held on the 1st July 2026 at the Parish Hall.

The Chair echoed the success of the Green Dreams event and thanked all those involved in its delivery. Cllr Albury commented that the new venue at Lancing Sports Centre had proved to be a significant improvement, with support from centre staff contributing positively to the event's success. Cllr Albury further reminded the Committee that Green Dreams was now a Parish Council event.

Members NOTED the update.

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A009. [People's Emergency Briefing Showing](#)

The CEO/Clerk advised that officers had suggested hosting a briefing on the state of the environment; however, he noted that the trailer was quite hard-hitting and, therefore, sought the Committee's approval before proceeding. Cllr Whillier reported that she had previously viewed the briefing in Shoreham and supported its showing at the Parish Hall. She acknowledged the CEO/Clerk's comments regarding its content but added that the presentation moved on to positive messages and highlighted the actions required moving forward. She further noted that the purpose of the briefing was to stimulate discussion amongst attendees. Cllr Evans added that a version of the briefing aimed at young people was also available and suggested that this could be shown at a later date.

It was **RESOLVED** to **show the People's Emergency Briefing at the Parish Hall in August on date that was to be agreed by officers.**

A010. [Lancing Kitesurfing Club Use of Beach Green](#)

It was noted that, following the attendance of representatives from the Kitesurfing Club at the previous meeting of the Committee, a request had been received to permit the use of the area behind their hut on Beach Green to support monthly demonstration events. Cllr Albury referred to previous concerns regarding car parking charges and queried whether this formed part of the request. The CEO/Clerk advised that officers had been clear in their position and confirmed that the request related solely to allowing supporting vehicles access to the site for the purposes of the monthly events. Cllr Evans commented that there had been some confusion regarding signage, which had since been reviewed, and Cllr Pannell raised concerns relating to the RingGo application. It was reported that these issues had now been resolved. Members expressed their support for the proposal, noting that the events could help increase club membership and potentially lead to the return of competitive kitesurfing events in the future.

It was **RESOLVED** to **issue a licence to access Beach Green to allow the Lancing Kitesurfing Club to hold monthly promotional events.**

A011. [Beach Hut Partnership Proposal](#)

Members welcomed the introduction of a food and beverage delivery service, which was proposed to be advertised within the Council owned Beach Huts on a trial basis. It was agreed that, should the trial prove successful, the Council would seek an appropriate financial contribution from the provider. Members raised concerns regarding potential littering and considered that the provider should use branded packaging so that any increase in litter could be readily identified and monitored. Members were satisfied that the proposed operating hours did not directly align with those of existing businesses, thereby providing sufficient opportunity for all providers to trade successfully. Concern was also raised around alcohol being delivered but it was noted that anyone can bring alcohol onto Beach Green. It was also noted that age challenge would be administered by the provider.

Members **RESOLVED** to **support the food and beverage delivery offer provided by Bakhus Wine Bar and agreed that the company may advertise its delivery service within Council-owned Beach Huts on a trial basis to the end of the summer season 2026.**

A012. [Security at Lancing Parish Hall](#)

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Members noted the recent incident of anti-social behaviour at the Parish Hall, which had prompted a review of security arrangements. Members thanked the Estates and Facilities Manager for the way he handled the matter and for keeping all up to date with what happened. Turning to the report and its recommendations particular attention was given to the introduction security measures during evening and weekend hall hirings, as well as the general use of the Parish Hall out of normal office working hours, so to ensure the safety of the staff and other users of the Hall.

The following improvements to security were agreed.

- *Installation, by the Council's security service provider, of a CCTV camera on the outside of the front of the building in South Street*
- *The repositioning of several cameras to allow a clearer viewing of key areas.*
- *Meeting rooms 1, 2 and the Jubilee Kitchen are to have key door locks installed.*
- *A door installed beside the reception desk leading to the corridor to the staff facilities, the council chamber and Nursery.*

Plus, the following changes procedures and building access arrangements.

- *The building will be unlocked to the public only during our official opening hours of 9am to 4.30pm outside these hours the front and rear building doors will be secured.*
- *Access out of hours will only be through the front door*
- *When a booking request is received each out of the out of hours event will be risk assessed to ascertain the level of LPC cover that will be required.*
- *No events will be permitted for birthday parties or gatherings for people aged between 11 - 25 years. The exception to this will be if it is hired by an organisation i.e. the Scouts for a specific event. When a party is for an under 11, officers will stipulate the ratio of adults to children in the terms and conditions of hire.*

Members **RESOLVED** to **agree the security measure described in the body of the minute above and that such be financed from the Parish Hall Reserve fund.**

A013. Items for information and/or inclusion on future agendas.

Cllr Bridges – Garden Competition.

There being no further business the meeting closed at 8.16pm.

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Date: