

## Agenda Item 26.35

Report to	<b>Findon Parish Council</b>
Meeting Date	<b>16 March 2026</b>
From	<b>Fiona MacLeod, Clerk</b>
Title of Report	<b>Clerk report</b>
Purpose of Report	<b>For information and consideration</b>

### **1. For information/action**

- 1.1 I have received a letter from the Chairman of the Sheep Fair regarding the maintenance of the FPC owned Nepcote Green and in particular the increasing amounts of rabbit holes. His letter is attached as Appendix 1 to this report. This is quite timely as I intend to document a Public Area Risk Assessment for consideration at the May FPC meeting.
- 1.2 Due to the wet weather conditions already experienced this year, both Notice Boards have been damaged internally by water leaks. This has resulted in documentation and notices such as Agendas and planning notices becoming damp and often unreadable. Councillors will recall that a provisional budget of £200.00 for Notice Board refurbishment for the 2026/27 financial year was approved at the 1 December 2025 FPC meeting.
- 1.3 I attended a Community Cohesion event on 23 January 2023, hosted by Arun District Council (ADC) for parish councils. Surprisingly, there were only six parish clerks in attendance and we were considerably outnumbered by ADC and other officers for what turned out to be an informative event. ADC carry out 'street audits' at various town locations that enables them to capture a range of issues that could have an impact of the community. Reports are then submitted to relevant teams/agencies to take forward e.g. fly-tipping removal. There is also a 'comfort factors' section for the more positive aspects. The ADC Community Safety Manager has forwarded me the form (as circulated to councillors), which I feel could be adapted to reflect the needs of Findon should councillors wish to take this approach.
- 1.4 The St John the Baptist School PTA and Findon Swimming Pool Findon Grand National Trail Run is due to take place on Sunday 19th April 2026. Councillors will have already seen the email containing details including a risk assessment, maps, safeguarding and use of Nepcote Green.

### **2. Issues for consideration/ratification by full Council**

- 2.1 Does FPC wish to:
- 2.2 Undertake regular scheduled inspections of Nepcote Green and carry out remedial work as part of the Open Spaces Volunteers remit in relation to para 1.1 of the report ?
- 2.3 Set up a small Working Group to oversee the internal refurbishment and potential leak identification of the Notice Boards as outlined in para 1.2 of the report ?
- 2.4 Progress with the 'street audits' approach as outlined in para 1.3 of the report ?
- 2.5 Ratify the use of Nepcote Green for the event outlined in para 1.4 of the report ?

**Agenda item 26.35 Appendix 1**

FAO Fiona McLeod, Secretary Findon Parish Council

**Subject: Maintenance of Nepcote Green – Health and Safety issue.**

Dear Parish Councillors,

During our first meeting of 2026 the Sheep Fair Committee was reflecting back on the lessons learned from the 2025 Findon Sheep Fair.

One of the challenges which presented before the Sheep Fair was the traditional ‘rabbit hole filling’ held on the Sunday before the event. This has previously been an enjoyable and manageable community event supported by villagers.

However, last year the sheer number and severity of the holes which needed to be filled was a significant test of the capabilities and endurance of our volunteers. This was exacerbated by the reduced number of villagers who attended due to their own health and mobility needs.

On reflection, the Committee feels this task is too great a responsibility for their volunteers to take on – being mindful of the health and safety aspects and the importance of this task being completed to a high standard.

As a Committee we need to be mindful of any risks presented to people attending the Findon Sheep Fair, but are also aware this is an issue for the Parish Council should anyone using Nepcote Green incur an injury at any time during the year.

Whilst we are willing to organise an event in the week leading up to the Sheep Fair to attend to any last minute maintenance, we believe the Parish Council should be putting in place a regular maintenance programme to ensure that the Green is safe to be used by the public throughout the year.

Please contact me if you require further information. I look forward to hearing from you.

Yours sincerely

Simon Stace (Chairman)

For and on behalf of Findon Sheep Fair Committee