

All minutes are draft and subject to approval at the next meeting

**FERRING PARISH COUNCIL  
FINANCE AND GENERAL PURPOSES COMMITTEE  
(Advisory Powers Only)**

1 Elm Park, Ferring, Worthing, West Sussex. BN12 5RN  
telephone 01903 249 449  
e-mail [ferring-pc@btconnect.com](mailto:ferring-pc@btconnect.com)

Minutes of the FPC Finance and General Purposes Committee meeting held at 7.50pm on Monday 8<sup>th</sup> May 2017 at the Parish Office.

Present	Chairman	Carole Robertson
	Councillors	Ruth Sims
		Terry Jackson
		Roger Elkins (arrived 8.05pm)
		Peter Evans
Apologies	Councillors	Chris Headon
		Geoff Mines
		Stephen Abbott

	The Finance and General Purposes Committee Meeting opened at 7.50pm and all those present were welcomed.	
1.	<b>Apologies for absence:</b> Apologies were received from Councillors Geoff Mines, Chris Headon & Stephen Abbott	Actions
2.	<b>Declarations of interest:</b> Councillor Terry Jackson declared a prejudicial and personal interest in agenda item 13 of the Finance and General Purposes Committee Meeting.	
3.	<b>Public Question Time:</b> There were no members of the public present	
4.	<b>To confirm the Minutes of the last meeting held 20<sup>th</sup> March 2017:</b> The Minutes of the Finance and General Purposes Committee Meeting held on 20 <sup>th</sup> March 2017 were approved by the Committee as a correct record.	
5.	<b>Matters arising from the report of the last meeting held on 20<sup>th</sup> March 2017:</b> Public Conveniences - Councillors Carole Robertson, Terry Jackson and the Parish Clerk met with ADC representative, Oliver Handson in relation to the village Public Conveniences. It was advised that ADC will invite expressions of interest for a commercial unit for the public conveniences on the village green and they will pursue with the community facility for the public conveniences at the Rife.	

6.	<b>Accounts and Finance:</b> The income and expenditure schedule for March 2017 was reviewed and will be recommended to Full Council.	
7.	<b>Parish Clerk Report including Financial Matters:</b> The Parish Clerk is currently in discussion with Freedom Leisure to arrange the return of the 'out and about' project to the village this summer. The cost of the project is already allocated in the Precept.	
8.	<b>End of Year Accounts:</b> The Parish Clerk presented the end of year accounts to the Committee Members with no further comments. This will be recommended to Full Council. The Parish Clerk advised members that there will be an additional two pages in the Councillor end of year accounts documentation for Full Council and that the Chairman and Parish Clerk will sign the annual return at the Meeting on 22 <sup>nd</sup> May. Thanks were given to the Parish Clerk.	
9.	<b>Environment Committee:</b> a) £400 for K Washer to prepare and paint the boat including the base - Recommend to Full Council b) £250 for material for the pathways to the Rife – No concerns were raised in relation to the cost, however, members felt that the suggested material (MOT hardcore) is not suitable for such a project. It was agreed that the Parish Office will ask WSCC to recommend the correct material to use. c) Councillor Roger Elkins asked regarding the possibility of planting trees on the verge in Littlehampton Road. The Parish Clerk will pass this matter to the Assistant Parish Clerk who will discuss with Councillor Geoff Mines.	APC  PC
10.	<b>Neighbourhood Plan Implementation (including CRTBO's) Committee:</b> The date of the meeting between WSCC & FPC is still to be confirmed.	
11.	<b>Items to be referred to next Agenda and items for information only:</b> The Committee congratulated Councillor Roger Elkins. At the West Sussex County Council Elections held on Thursday 4th May 2017 Roger Elkins was elected as the new County Councillor for Ferring, Kingston and East Preston. The Committee congratulated and thanked retiring County Councillor Peter Evans for his good work over the past twelve years as the West Sussex County Councillor for Ferring, Kingston and East Preston. As of Wednesday evening, 10 <sup>th</sup> May, Peter Evans will commence his new role as the Mayor of Chichester.	
	The Committee noted the information regarding agenda item 12.	
12.	<b>Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that because of the confidential nature of the business to be transacted, the Public and the Press leave the Meeting</b>	

All minutes are draft and subject to approval at the next meeting

	<b>during consideration of Agenda Item 13.</b>	
	Councillor Terry Jackson declared a prejudicial and personal interest in agenda item 13. The Parish Clerk and Councillor Terry Jackson left the meeting.	
13.	<b>Office Employment Contracts</b> - Review Employment Contract. Following the Parish Clerk successfully completing the CiLCA Training, she is now fully certified and her contract will be revised to reflect this.  The Parish Clerk & Councillor Terry Jackson returned to the meeting.	
14.	The <b>next Finance Committee Meeting</b> is scheduled for Monday 3 <sup>rd</sup> July 2017 at 7.30pm at the Parish Office	
	The meeting closed at 8.30pm.	