



FERRING PARISH COUNCIL

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To Councillors and Parishioners,

Notice is hereby given and Councillors are summoned to attend the **STATUTORY ANNUAL MEETING OF FERRING PARISH COUNCIL** to be held on **Monday 21st May 2018** at the Ferring Village Hall in the Main Hall. The meeting will commence at approximately **8.00pm** following the Annual Parish Meeting. A Public Question Time of 15 minutes is allowed under Item 9 of the Agenda.

AGENDA

- 1 To elect a Chairman of the Council**
- 2 To receive the Chairman's declaration of acceptance of office**
- 3 To elect a Vice Chairman of the Council**
- 4 Apologies for absence**
- 5 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 and notice must be given of any intended declaration which should then be made at the commencement of the item or when the interest becomes apparent.
- 6 Councillor Allowance Policy** – Information in relation to Councillor Allowances have been provided to Councillors (enclosed). If any Elected Councillor wishes to receive an allowance, please discuss with the Parish Clerk after this meeting. (completed 8.10pm)
- 7 To appoint membership of the following committees (existing membership enclosed):** -
 - a) Planning Committee (decision powers)
 - b) Highways & Community Committee (advisory powers only)
 - c) Environment Committee (advisory powers only)
 - d) Neighbourhood Plan (including 3 x CRTBO's) Committee (advisory powers only)
 - e) Finance & General Purposes Committee (advisory powers only) (completed 8.15pm)
- 8 To appoint representative to outside bodies**
Village Hall Representative (Maura Blackburn)
JEAAC & JEAAC Highways Representative (Carole Robertson) (completed 8.25pm)
- 9 Public Question Time** - 15 minutes has been reserved for members of the public to address the Council on any subject related to items on the agenda only. (Standing Order 1d)

Each member of the public is entitled to speak once and shall not speak for more than three minutes. (Standing Order 1g) (8.40pm)
- 10 Minutes of the Parish Meeting** held on Monday 16th April 2018 - to consider, approve and sign by the person presiding as a correct record. (completed 8.45pm)
- 11 To receive and consider reports from Committees** (including the authorisation of orders for payment: (completed 9.00pm)
 - a. **Environment, Footpaths & Amenities** – Councillor Geoff Mines, no meeting held

- b. **Highways & Community** – Councillor Stephen Horne, no meeting held
- c. **Planning Committee** – Councillor Stephen Abbott, meeting held 14th May & 21st May
- d. **Neighbourhood Plan Implementation (including CRTBO's)** – Councillor Carole Robertson
 - a) Glebelands Purchase
 - b) The Glebelands Community Centre Limited Lease
- e. **Finance and General Purposes** – Councillor Carole Robertson, Meeting held on 14th May 2018 (minutes attached)
 Questions on reported items and approval of the report including:
 - Schedule of payments for March (attached for approval)
 - Pantiles Transfer Final Contract & Solicitor Invoice
 - Warren Pond essential works
 - Grant Applications – Conservation Group
 - 1. Nature Walk flyer
 - 2. Wild flower plug plants for the Orchard

12 To receive reports from Councillor Roger Elkins & Colin Oliver-Redgate

- a. **District Councillor(s)** representing Ferring (Arun District Council)
- b. **County Councillor** representing Ferring (WSSC) (9.10pm)

13 To receive reports from representatives of outside bodies -

Village Hall – Councillor Maura Blackburn (9.15pm)

14 To receive reports from Members in respect of meetings attended which are not addressed elsewhere within this Agenda. (9.20pm)

- Ferring Village Fair
- JEAAC Highway Sub-Committee

15 GDPR, Adopt Policies – Councillor Lesley Young (9.30pm)

16 End of year Accounts – Councillors have received a copy of the end of year accounts

- To approve the accounts for the year ending 31st March 2018 (attached)

17 Annual Return -

- a) To agree Section 1 – *Annual governance statement 2017/18* – of the Annual Return for the year-ending 31st March 2018 can be signed by the Chairman and the Clerk/Responsible Financial Officer
- b) To agree Section 2 – *Accounting statements 2017/18* – of the Annual Return for the year-ending 31st March 2018 can be signed by the Chairman and the Clerk/Responsible Financial Officer (9.40pm)

18 Items to be referred to next Agenda and Items for Information Only

19 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 during consideration of Agenda Item 13.

20 Office Employment Contracts – NALC National Salary Award

Date of next meeting Monday 16th July 2018

Nadine Phibbs, Clerk & Responsible Financial Officer, 16th May 2017