

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

FERRING PARISH COUNCIL

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Minutes of the meeting of FERRING PARISH COUNCIL held on **Monday 22nd January 2018** at Ferring Village Hall. The meeting commenced at 7.30pm.

Present:

Parish Councillors: Councillor Carole Robertson (Chairman), Councillor Stephen Abbott (Vice Chairman) Councillors Terry Jackson, Geoff Mines, Stephen Horne, Roger Elkins, Ruth Sims, Richard Plumb, Lesley Young & Steve Burt.

West Sussex County Councillor: Councillor Roger Elkins

Arun District Councillors: Councillor Roger Elkins & Colin Oliver-Redgate

Residents: No residents in attendance

The Chairman, Councillor Carole Robertson welcomed all present including the two new co-opted Councillors to the meeting and commenced the formal proceedings.

Chairman Councillor Carole Robertson advised the Council of an additional item to this evening's agenda. The item is an urgent confidential matter arising since the preparation of the Agenda. It was **RESOLVED** that this item will be included as agenda item 16.

01-01-2018 Apologies for absence

Apologies were received from Councillors Peter Evans and Maura Blackburn. The apologies were accepted by Council.

02-01-2018 Declarations of interest

There were no declarations of interest

03-01-2018 Public Questions

There were no public questions.

04-01-2018 Minutes of the Council Meeting held on Monday 4th December 2017

The Minutes of the Full Council Meeting held on Monday 4th December 2017 were approved by Council with the below amendment and signed by the Chairman presiding as a correct record.

11-12-2017, FPC Policies, last paragraph to read: Councillors resolved not to adopt the policies at this time and stated that Councillors have not requested the policies.

05-01-2018 To receive and consider reports from Committees including the authorisation of orders for payment:

a) Environment, Footpaths and Amenities, no meeting held

Councillor Geoff Mines reported the following:

Village Green Sign: The new sign for the village green is ready for installation.

Patterson's Walk: The extension to the western end of Patterson's Walk has been completed. This particular project was written into the Neighbourhood Plan and the Parish Council has continued driving this forward over the last two years. The funding of this project

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has come primarily from a grant awarded to Ferring Retirement Club from the West Sussex County Council Community Initiative Fund.

Councillor Geoff Mines was thanked for his hard work and it was suggested that a group photo and write up could be organized to publicise the project in the local press.

b) Highways & Community, no meeting held

Councillor Carole Robertson, there was nothing to report.

c) Planning Committee

Councillor Stephen Abbott advised that the Planning Committee Meetings were 8th January & this evening (22nd January) 2018 .

d) Neighbourhood Plan Implementation (including 3 CRTBO'S), no meeting held

Councillor Carole Robertson advised that this item will be discussed under agenda item 16.

e) Finance & General Purposes

The Chairman presented the minutes of the meeting held on 8th January 2018. The following matters/recommendations from the minutes were considered:

- Schedule of payments: November & December 2017

The above were unanimously **RESOLVED** by the Full Council.

06-01-2018 Reports from District and County Councillors

Arun District Councillor Roger Elkins reported the following points:

- The ADC Environment Committee has recommended that the public conveniences are retained with a plan for a broader policy to improve them. All public conveniences in the district will be assessed over the next twelve months.
- The Arun Local Plan Modification Consultation commenced 12th January for six weeks until 23rd February 2018.

- **WSSC County Councillor Roger Elkins reported the following points:**

- As reported at the last Full Council Meeting, there was an Emergency Plan presentation at a recent JEAAC Meeting and WSSC are encouraging Parishes to have a plan in place. Training, guidance and support can be provided. Councillor Roger Elkins will forward further information.
- Recommendations have been made to WSSC Full Council for the 2018 – 2019 budget. The recommendations include a 2% increase on Social Care, 1% increase on Services with an overall increase of 4.95%. The overall budget is reported to be 520 Million.

07-01-2018 Reports from representatives on outside bodies:

In the absence of Councillor Maura Blackburn, Councillor Carole Robertson advised that there was nothing to report.

08-01-2018 Reports from Members in respect of Meetings attended and not addressed elsewhere on the Agenda

There was nothing to mention.

2018. Precept 2018 - 2019

The 2018 – 2019 Precept which has been discussed and recommended by the Finance & General Purposes Committee for approval by Full Council. The proposed increase in the Precept is 1%.

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After a brief discussion, the Council unanimously **RESOLVED** to authorise the precept in the sum of £88,880.00 for 2018 -2019.

It was suggested that the precept is uploaded onto the website as part of the minutes. After a discussion, it was unanimously agreed that the precept should not become part of the minutes .

10-01-2018 Parish Annual Meeting

It has been suggested that the Parish Annual Meeting format could be amended to a more social occasion. After a brief discussion it was agreed that this will be an agenda item for the next Finance & General Purposes Committee Meeting.

11-01-2018 Bank Account

A review of the Parish Current Account has been circulated to Councillors with the suggestion to remove and add signatories and is recommended by the Finance & General Purposes Committee for approval by Full Council.

It was **RESOLVED** that the authorised signatories in the current mandate, for the accounts detailed in section 2, be changed in accordance to section 5 and the separate application Community Organisation Current Account Additional Party form and the current mandate will continue as amended.

12-01-2018 Council Documentation

The new Code of Conduct has been circulated to Councillors by the Clerk and recommended by the Finance & General Purposes Committee for approval by Full Council.

Arun District Council adopted a new Code of Conduct on 8 November 2017. This re-drafted Code does not alter the principles of the Code, nor the expectations of general conduct that the majority of councils have already signed up to. What has changed is the addition of specific direction and guidance to support Councillors in completing their Register of Interests and making declarations at meetings. It sets out the requirements for:

- (i) disclosable pecuniary interests;
- (ii) personal interests;
- (iii) prejudicial interests; and
- (iv) sensitive interests.

It also covers exempt categories and the criminal sanctions that apply for failure to disclose a pecuniary interest.

Ferring Parish Council adopted the previous Code following its approval in June 2012. It is recommended that we adopt this revised version so that all of the parish and town councils within the Arun District will have signed up to the same principles and guidance.

If adopted, then Councillors would be required to sign the new Code of Conduct and to update their Register of Interests within 28 days of the Code of Conduct being adopted.

The Council **RESOLVED** to adopt the new Code of Conduct and Register of Interests.

13-01-2018 Public Conveniences

As reported in minute item 06-01-2018, the situation has altered and there has been a change of approach from ADC with the recommendation to retain both public conveniences within the village.

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With regards to the future, FPC has been asked if they would consider contributing to a possible upgrade and the maintenance costs on the basis that a fully costed maintenance programme is provided by ADC.

14-01-2018 ADC Local Plan

- As reported under minute item, 06-01-2018 The Arun Local Plan Modification Consultation commenced 12th January for six weeks until 23rd February 2018. A hard copy is available in the Office.
- Councillor Roger Elkins will look into the progress of the Local Green Space application submitted by the Conservation Group.
- Councillor Terry Jackson stated that within the local plan, there are no housing allocation numbers specified for Ferring. Councillor Roger Elkins advised that ADC removed all housing allocation numbers from the local plan, however they have approached each Parish/Town Council asking them to consider the viability of small scale site allocations

The Council noted this information.

15-01-2018 Exclusion of the Public and The Press

The Committee, Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, Resolved that Members of the Public and accredited representatives of the Press be excluded from the Meeting because of the confidential nature of the next item of business to be transacted.

16-01-2018 Neighbourhood Plan Implementation (including 3 CRTBO'S)

Councillor Carole Robertson advised Council with regards to an email received from WSCC in relation to the purchase of the Glebelands Freehold.

The Council agreed a separate meeting is required to discuss this matter in detail.

The Clerk was asked by Council to circulate the Valuations as requested by WSCC and a copy of the email to all Councillors.

17-01-2018 Items to be referred to next agenda and items for information only:

In relation to the transfer of the land at the Pantiles, Councillor Geoff Mines reported that the draft Contract was being discussed to negotiate two final clauses. Due to the complications and the man hours worked on these clauses, this will invariably incur further Solicitor costs.

The Council recommended that as it is so near to completing the transfer, an agreement needs to be reached regarding the clauses and to continue with the transfer.

The next meeting will be held Monday 5th March 2018

The Chairman closed the meeting at 9.20pm

Nadine Phibbs
Clerk to Ferring Parish Council