

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

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

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Minutes of the FPC Finance and General Purposes Committee meeting held at 7.45pm on Monday 2nd July 2018 at the Parish Office.

Present	Councillors	Carole Robertson (Chairman)
		Stephen Abbott
		Terry Jackson
		Geoff Mines
		Ruth Sims
		Roger Elkins (arrived 7.50pm)
		Stephen Horne

1.	Elect a Chairman Councillor Carole Robertson was elected as the Committee Chairman	
2.	Apologies for absence Apologies were received from Councillor Peter Evans	Actions
3.	Declarations of interest There were no declarations of interest	
4.	Public Question Time There were no members of the public present	
5.	To confirm the Minutes of the last meeting held 14th May 2018 The Minutes of the Finance and General Purposes Committee Meeting held on 14 th May 2018 2018 were approved by the Committee as a correct record.	
6.	Matters arising from the report of the last meeting held on 14th May 2018 In relation to the Freedom Leisure Out and About project that runs through summer holidays, it had agreed that the project should be run for just five weeks of the summer holidays. The Clerk advised that the project is now confirmed to run for the five Wednesdays through August.	
7.	Accounts and Finance The income and expenditure schedule for April & May 2018 was reviewed. The schedules will be recommended to Full Council.	
8.	Parish Clerk Report including Financial Matters: The Clerk and Councillor Ruth Sims advised the Committee that due to the difficulties with Colas and the Christmas lights last year, they have met with a new local supplier. The new supplier has provided a quotation for essential	

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	<p>electrical works, installation and additional lighting. It was acknowledged that the quotation is a considerable expense, however as this will be the first year using the new supplier the work is necessary and future years the expense will decrease as all the installation fixtures will be in place and the lights will not need to be removed.</p> <p>The Clerk will ask the new supplier to provide an estimated quotation for future years and that the additional lighting will be pure white.</p>	PC
9.	<p>Neighbourhood Plan Implementation (including 3x CRTBO) Committee: Purchase of the Glebelands Freehold</p> <p>Reference to the Heads of Terms received from WSCC (Property Team), Ferring Parish Council on 13th June responded by letter to ask if the Overage period of 80 years is negotiable.</p> <p>The letter has been acknowledged and we await the reply.</p> <p>Neighbourhood Plan</p> <p>Councillor Carole Robertson will compile a detailed paper of the proposed costs.</p>	
10.	<p>Environment Committee</p> <p>On the 13th June 2018, Councillor Geoff Mines wrote to all Councillors to advise that there is Japanese Knotweed growing near the Warren Pond and he outlined the recommended treatment and the cost that the Parish Council will incur to remove the Knotweed. Councillors acknowledged that the treatment is essential and unanimously agreed to pursue with the five year treatment and pay in annual instalments.</p> <p>Full Council will be advised of the above for information.</p> <p>Pantiles Transfer</p> <p>After more than twelve months of negotiations, the Parish Council officially owns the land at the pantiles and the trees will be cut as per the quotation received by the Parish Council on 11th July.</p> <p>It was agreed that the Parish Council will write to Little Paddocks Freeholders in relation the mirror that is sited on the Pantiles land.</p>	PC
11.	<p>Motion Received</p> <p>The Clerk has received a Councillors written request for the following motion: The Finance & General Purpose Committee shall advise Full Council that the recommendation under Section 10, Item 1 & 2 of the Highways & Community Committee Meeting minutes dated June 11th 2018 shall not be considered for resolution. The procedure to prepare the recommendation is not considered to be in accordance with Ferring Parish Council Standing Orders.</p> <p>Despite a comprehensive explanation and a lengthy debate, Councillor Roger Elkins stated he was unclear of the content of the motion.</p> <p>The Committee moved to vote on the motion and there was a majority vote to accept the motion. Therefore Section 10, Item 1 & 2 of the Highways & Community Committee Meeting minutes will be referred back to the Environment Committee.</p>	
12.	Highways & Community Committee	

	<p>Discussion document, parking in Ferring (document attached) Councillors have been issued with a copy of the discussion document, parking in Ferring prepared by Councillors Geoff Mines & Stephen Horne.</p> <p>The below items have been recommended to by the F&GP Committee:</p> <p>Item 3, Parking survey & limit parking - Recommendation for a further survey to be conducted & Councillor Carole Robertson has emailed a WSCC Area Highways Manager in relation to erecting a limited parking sign outside the shops in the centre of the village.</p> <p>Item 4, Re-routing pathway - Re-routing pathway - Recommendation NOT to pursue with this option.</p> <p>Item 5 & 6, Rife Way parking - Recommendation to pursue investigating this option. A letter has sent to ADC on 11th May in relation to this matter, to date a response has not been received.</p> <p>Item 7, Parking in the south of the village and at Pantiles - Recommendation that further investigations are carried out to locate the owner of the land.</p> <p>Item 8, Greystoke Road & Bus Company – The Clerk has met with a representative of Compass Buses and this matter is resolved.</p> <p>Other highway matters Exit at the private road by the Vets in Ferring Street – erect signage</p> <p>The above will be recommended for Full Council approval.</p>	
13.	<p>Future of the Annual Parish Meeting In relation to the Annual Parish Meeting, the Highways & Community Committee has recommended that the meeting should be a standalone meeting and to incorporate the different functions of the Parish Council & its Committees.</p> <p>It was suggested that further ideas could be considered. The above will be recommended for Full Council approval.</p> <p>It was also suggested that it would be useful to know how other local parishes conduct their Annual Parish Meeting.</p>	
14.	<p>Banking The Clerk advised that after several months, the new Santander bank account is now up and running and that the function of this account is to retain parish council funds. Concerns were raised that this is one signatory account and if that will cause questions for auditing purposes. It was agreed that the Clerk will investigate this further.</p>	PC
15.	<p>Website: Councillor Geoff Mines advised that a contract has been signed with a website provider and conversations are taking place between the website provider and the parish council IT supplier in relation to hosting, domain and emails.</p>	

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	This will be an item on the Full Council Agenda September/October.	
16.	<p>Parish Council duty to protect council staff Councillor Terry Jackson raised the concern that council staff have been subject to abusive and rude behaviour by a small proportion of residents. It was suggested that a recording on the telephone and a camera in by the front of the office could be installed to deter any unacceptable behaviour.</p> <p>It was suggested that a visitors book could be used to keep a record of residents that visit the office.</p> <p>It was agreed that this will be an item for the next Finance & General Purpose Committee for further consideration.</p>	
17.	<p>Grants to consider Grant requests have been received from St Barnabas Hospice & Air Ambulance. It was acknowledged that the FPC grant scheme is for local groups/organisations only therefore it agreed not to award either grant request. The above will be recommended for Full Council approval.</p>	
18.	<p>Urgent matters arising, since the preparation of this Agenda & Items to be referred to next Agenda Councillor Stephen Horne advised that he wished to step down from the role as the Emergency Planning Co-ordinator.</p>	
19.	The next Finance Committee Meeting is scheduled for Monday 20 th August 2018 at 7.30pm at the Parish Office	
	The meeting closed at 9.30pm.	