

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 4th December 2017** 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, Peter Evans (arrived 7.40pm), Stephen Horne, Roger Elkins (arrived 8.15pm), Ruth Sims, Richard Plumb and Maura Blackburn.

West Sussex County Councillor: Councillor Roger Elkins

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

Residents: One resident in attendance

The Chairman Councillor Carole Robertson welcomed all present to the meeting and commenced the formal proceedings.

01-12-2017 Apologies for absence

There were no apologies received.

02-12-2017 Declarations of interest

There were no declarations of interest

03-12-2017 Public Questions

There were no public questions.

04-12-2017 Minutes of the Council Meeting held on Monday 18th September

The Minutes of the Full Council Meeting held on Monday 16th October & Extraordinary Meeting held 20th November were approved by Council and signed by the Chairman presiding as a correct record.

05-12-2017 Councillor Vacancies

The Chairman advised the Council that there are currently two vacancies for Councillors and we have received two applications. The Chairman welcomed Mr Stephen Burt and Mrs Lesley Young (the applicants) to the meeting and asked them to make a short presentation about themselves, their interests in the Parish Council and their reasons for wishing to become a Councillor. Following the presentations, Councillors were given the opportunity to ask any questions to both applicants.

The result of the ballot **RESOLVED** to co-opt Mr Burt & Mrs Young to serve as Councillors until the next ordinary election.

Mr Burt & Mrs Young read out their Declaration of Acceptance of Office, signed the declaration form and the Code of Conduct undertaking and joined the meeting. In addition Mr Burt & Mrs Young signed a request for dispensation to take part in discussion of, and vote on, any matter relating to setting the precept.

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06-12-2017 To receive and consider reports from Committees including the authorisation of orders for payment:

a) Environment, Footpaths and Amenities, meeting held 9th November

Councillor Geoff Mines reported on the following items:

Village Green Boat: The boat at the village green entrance is now in situ and is complete with winter planting courtesy of 1st Ferring Guides.

b) Highways & Community, meeting held 13th November

Councillor Carole Robertson reported:

TRO: FPC continue to receive comments regarding speeding and the TRO.

Christmas Event: Councillor Carole Robertson gave thanks to Councillor Ruth Sims for all of her hard work organising the event. In turn Councillor Ruth Sims gave thanks to the Clerk for her support and to Councillors for their assistance.

Network Rail: Further to Full Council Monday 18th September, minute item 13-09-2017

Network Rail, The Parish Clerk advised Councillors that Network Rail is looking to carry out some work on Parish Council land near the allotments early 2018. Network Rail would like the cable route recorded by way of a deed of grant of easement for which they will pay an easement and also pay the council's reasonable legal costs in connection with the easement. In addition, the old signal building at the railway crossing can be removed however, this work will take place over a couple of nights and potentially be noisy for local residents.

- Scheduled works – Councillors **RESOLVED** that the Clerk could pursue with organising a Solicitor to assist with the proposed easement.
- Removal old track hut – It was agreed to ask the local residents if they support the removal of the hut despite the possibility of being disturbed for two nights.

c) Planning Committee

Councillor Stephen Abbott advised that the Planning Committee Meetings were 20th November & this evening (4th December) 2017.

d) Neighbourhood Plan Implementation (including 3 CRTBO'S), meeting held 23rd October

Councillor Carole Robertson advised the following:

- I. We wait to receive the Arun Local Plan Inspectors report.
- II. In relation to the proposed purchase of the Glebelands, the requested valuations by WSCC have been completed last week. It is expected that the full report will take approximately one week.
- III. It was **RESOLVED** that once our valuations have been received, FPC will contact WSCC with a view to arranging a further meeting as agreed at the last meeting 6th September and request a copy of their last two Glebelands valuations. In turn FPC will provide our land valuations.

It was suggested that Councillor Roger Elkins in his role as the WSCC Councillor could assist.

e) Finance & General Purposes

The Chairman presented the minutes of the meeting held on 20th November 2017. The following matters/recommendations from the minutes were considered:

- Schedule of payments: The schedule of payments for September & October
- Acknowledgement Board: £130
- Gateway Sign: It has been suggested that more than one sign could be purchased, one for each end (north & south) of the village with a budget of up to £1000.

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Unfortunately the supplier of the sign will only offer a 6% discount for two identical sign, therefore purchasing two signs will come in over budget. It was **RESOLVED** to pursue with one sign for South Ferring.

- HGV Sign: £29 plus VAT & delivery
- Pantiles Land Transfer: Councillors were advised that the draft Contract was being discussed to negotiate two final clauses. It was **RESOLVED** to continue with the transfer as outlined by Councillor Geoff Mines.

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

07-12-2017 Reports from District and County Councillors

- **Arun District Councillor Colin Oliver-Redgate reported the following points:**
- ADC is considering withdrawing from the Joint Arun Area Committees from the new civic year 2018.
- **Arun District Councillor Roger Elkins reported the following points:**
- The Arun Local Plan Sub Committee is in the process of resolving the final points raised by the Inspector. In principle these have been agreed and will be sent back. The Inspector suggested the following:
 - I. The land between Angmering and Worthing can be developed. ADC still state that this land should not be developed.
 - II. Within the local plan, the land at Water Lane, Angmering to A27 is designated for housing and the provision of a large commercial development. The Inspector suggested that the size of the designated commercial development should be reduced to provide additional designated housing. ADC has agreed to this.
- Also reported that ADC is considering withdrawing from the Joint Arun Area Committees.
- Regarding a planning issue, an ADC Enforcement Officer will visit a nursery site on the A259.
- **WSCC County Councillor Roger Elkins reported the following points:**
- A cycle summit has been held in Horsham.
- There was an Emergency Plan presentation at a recent JEAAC Meeting encouraging Parishes to have a plan in place. Training can be provided. It was acknowledged that FPC has an up to date plan in situ.
- There is a consultation on School Admission Arrangements for 2019/2020.
- WSCC are in the process leading up to their budget.

08-12-2017 Reports from representatives on outside bodies:

Ferring Village Hall – Councillor Maura Blackburn reported the following points:

- Following the valuations, the committee are hoping for an early meeting with WSCC to discuss the Glebelands project.
- In the interim, initial members of the steering group have produced two draft documents for approval by trustees. They confirm the current developments re the proposed new community centre and summarise their involvement in the CRTBO's. These documents will help provide an initial framework should the purchase of the Glebelands site be approved. The next full committee meeting is planned for 13th December when this will be fully discussed.
- They are pleased to advise that the Film Society have kindly donated £600 as an initial pump priming donation for the new build fund.
- The hall confirms that they have now appointed a new booking secretary.

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- The trustees are very grateful for the Christmas tree donation by Haskins.

09-12-2017 Reports from Members in respect of Meetings attended and not addressed elsewhere on the Agenda

There was nothing to mention.

10-12-2017 Neighbourhood Plan Implementation (including 3 CRTBO'S) Remit

It was **RESOLVED** to accept the revised Remit.

11-12-2017 FPC Policies

In view of recent events particularly in the media, the Clerk as the Responsible Officer, used the initiative to update current Policies and introduce a number of new Policies to support FPC.

The Policies are from SALC written for Parish Councils and adapted with only minor amendments to meet FPC requirements. The Policies are not a directive, they are recommended as good council practice. The Clerk recommends that the Parish Council should adopt the Policies.

The Policies were not received well by Councillors and Councillors **RESOLVED NOT** to adopt the Policies and stated that Councillors have not requested these Policies. It was suggested that this matter could be on a future F&GP Agenda.

12-12-2017 New Bank Account

FPC currently has three bank accounts with two banks. To ensure that the Parish Finance is secure the Clerk has spent time looking at the possibility of opening another bank account. This is an account to keep money in, it is not a current account.

After discussing the options with a number of banks and building societies, it was evident that many of them have a very complicated process to open an account for a parish council.

The Clerk has suggests opening an account with Santander. To open an account, Santander only need one signatory, however the Clerk would suggest at least two signatories. The nominated signatories would need to visit Santander with the Clerk to officially open the account. The Clerk will administer the account as she does with all of the other accounts.

As part of the process, Santander insist that they have personal information for all Councillors, this includes full name, country of birth, nationality, date of birth, address, occupation and contact details. However, ID is not required. The Clerk has much of this information from the election paperwork; if anything else is required she will let you know on an individual basis.

It was **RESOLVED** to pursuer with opening a Bank Account with Santander.

13-12-2017 Parish Council Website

Councillor Geoff Mines advised Councillors that he had discussed the options with Councillors Terry Jackson, Stephen Abbott and the Clerk. It has been agreed to investigate three options including two private providers and one online provide. Councillors will be kept updated.

14-12-2017 Public Conveniences

Councillor Carole Robertson & Councillor Roger Elkins have met with Paul Broggi, Property, Estates & Facilities Manager at ADC on 24th November. The situation with the public

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conveniences has altered and there has been a change of approach from ADC and that demolition is no longer an option.

Councillor Carole Robertson explained to Councillors that a report is currently being written with recommendations to ADC Full Council. At the meeting on 24th November it was agreed that ADC will email FPC requesting written confirmation of their support as outlined below: FPC were asked to agree in principle to look at the possibility of paying some of the capital works costs on the basis that a fully costed maintenance programme was provided by ADC.

To date, the above request has not been received via email; it was however received via the telephone this morning (4th December). In view of this, Councillor Roger Elkins requested further information regarding the capital costs. In turn, Councillors did not agree to the above written confirmation being sent.

15-12-2017 Policing Consultation

FPC has been asked if they would be prepared to pay more for policing in Sussex. It was unanimously **RESOLVED** that the request is not appropriate for the Parish Council.

16-12-2017 Items to be referred to next agenda and items for information only:

There was nothing to mention

The next meeting will be held Monday 22nd January 2017

The Chairman closed the meeting at 9.15pm

Nadine Phibbs
Clerk to Ferring Parish Council